THE ART OF EDUCATION AND TRAINING

(Fan-e-Talim-o-Tarbiat)

By
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Translation
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CONTENTS

Translator's Note 17
Foreword *Dr. M. Rafat* 19
Preface *Afzal Hussain* 23

Chapter 1: **Education and Training** 25
Causes of failure 27
Consequences of ignorance 29

Chapter 2: **Meaning of Education** 33
Difference of views on way of life 34
The difference of aspirations 34
Difference of environment 34
Difference due to circumstances and needs 35
Intricate and different personalities 35
Difference in educational schemes 35
Difference of system of education 35
Meaning of education 36
Infinite and finite sense of education 36

Chapter 3: **Factors impacting education and discipline** 39
1-Home: 39
Obligations 40
2-School 41
Obligations of School 41
3-Surrounding and neighbourhood 43
4-Society 43
Obligations of the society: 44
5-Government or State 44
Obligations 44

Chapter 4: **Objective of Education** 47
The true objective of education 49

Chapter 5: **Different Educational Theories** 53
Socialist theory of education 53

Aim of the education 54
Important features of socialist system of education 54
Benefits and shortcomings of this system 56
Shortcomings 57
Democratic theory of education 58
1-Freedom of individual citizens 59
2-Belief in equality 59
3-Belief in unity and co-existence 59
4-Belief in change 59
Objective of education 60
Features of democratic system of education 60
Comments 62
Islamic theory of education 63
Foundation of Islam 63
Goals of education 65
Prominent features of Islamic system of education 65

***Chapter 6:* Education and Training in the Light of Prophet's Legacy** **73**
The personality of the teacher and his traits 73
Tone and tenor of a teacher 77
Language of the teacher 79
Method of teaching 80
A - Conversational method 81
B- Question answer method 83
C-Narrative and descriptive method 84
D-Lecture method 85
Explanation and elucidation 85
Treatment of students 86

***Chapter 7:* Latest Educational Trends** **89**

***Chapter 8:* Child and His Nature** **95**
1-Reflexes 96
Important aspects of reflexive powers 97
2-Instincts 97
3-Capacity 98
Reflexes and training 98
Rationale behind it 99

Aspects that need attention 101

Chapter 9: **Instincts and Emotions** **105**

Important features of instincts 106

1-All encompassing 106

2-Instincts are natural and come with the birth 106

3-Not ignited without stimulant 107

4-Instincts are weakened due to lack of use 107

5-Feeling of happiness or agony when it is fulfilled or neglected 108

6-Instincts are elastic and can be changed with education, training 108

Instincts and emotions 108

Important features of emotions 110

Importance of instincts and emotions 113

Important Points 114

Chapter 10: **Different Stages of Growth** **119**

Different stages 119

Infancy (from birth till 5 years of age) 120

Important features 120

Childhood (6 to 9 years) 127

Juvenility (9 to 13 years of age) 132

Important features of this age 132

Youth (From 13 to 18 years of age) 138

Important features of this stage 138

Chapter 11: **Some Important Instincts** **145**

Curiosity 145

A- Physical inquisitiveness 147

B- Social inquisitiveness 147

Accumulation 148

Creation 149

Self aggrandizement 151

Self scorn 153

Warring or fighting 154

Imitation or copying 156

Urge for repetition 158

Sports 160

Why do kids play? 161
Different types of games 163
Here we discuss different games and sports according to different ages 163
1- Playing with their own bodies 163
2-Playing with things 164
3- Playing in teams 165
Sports, work and forced work 167
Education through sports 169
Benefits of sports 170
1-Physical benefits 170
2-Emotional benefits 170
3-Social benefits 171
4-Moral benefits 171

Chapter 12: **Upbringing of Children** **173**
Fundamental emotions and guidance 174
Guiding the emotions 176

Chapter 13: **Parents and Training** **181**
Responsibilities 181
Upbringing 182

Chapter 14: **Guardian and Fundamental Rules of Upbringing** **187**
Behaviour of the guardian 188
Means of training 189

Chapter 15: **Habits and Practices** **193**
What are habits? 193
Benefits of habit 195
Importance of habits in education and training 196
Methods of habituating in good habits 196
Good habits and practices 198
Why kids are spoilt 199
Treatment 202
Undesirable habits and addictions 203
Ways to reform 204

Chapter 16: **Conditions for the Success of Educational Institutions** **207**

A-Sincere workers 208
B-Definite and clear goal 209
C-Public support 209
D- Adequate building 211
E-Important provisions 211
F-Sports ground 212
G-Discipline 212

Chapter 17: **Qualities of the Teacher** **215**
A-How an ideal teacher should be in the eyes of students? 215
B-In the eyes of parents/ Guardians 217
C-In the eyes of Management 217
D-In the eyes of general public 218
E-In the eyes of experts on education 219

Chapter 18: **Principal and His Obligations** **221**
Attributes needed in a principal 221
Obligations 222
A-Management 222
B-Supervision 223
C-Teaching work 227
D-Provision for examinations, scrutiny, analysis and supervision 227
E- Public relation 228
- Contact with Teachers 228
- Contact with Students 229
- Contacts with Guardians of Students 229
- Contacts with management 229
- Contacts with general public 230

Chapter 19: **Responsibilities of the Class Teacher** **231**
Teacher should do the following tasks at least once a month 233

Chapter 20: **Responsibilities of Subject Teacher** **235**
Other obligations of teachers of religious schools 238

Chapter 21: **Physical Exercise / Training** **241**
Essential things for physical growth 241

I-Diet 241
Balanced diet 242
1- Carbohydrates 243
2- Fat 243
3-Protein 243
4-Minerals 243
5-Water 244
6-Vitamins 244
1-Vitamin A 244
2- Vitamin B 245
3-Vitamin C 245
4-Vitamin D 245
5-Vitamin E 245
II-Clean water 246
III-Fresh air 247
Why air is polluted? 247
Natural solutions to cleanse the air 248
IV-Sunlight 248
There are two major sources of light 249
V-Physical exercise and sports 249
VI-Decent dress 250
VII-Hygiene and cleanliness 251
Cleanliness of body 251
Cleanliness of the clothes 251
Cleanliness of house 252
VIII-Sound sleep 252
IX- Joy and happiness 253
X-Good character 254
Kids' health and schools 254
Responsibilities of the school 255

***Chapter 22:* Learning or Acquiring Education 259**
Learning through self experience 259
Learning through guidance 259
Learning through observation and imitation 260
Learning through wisdom 260
Learning through impulsiveness 260
Laws of learning 261

1-Law of preparedness 261
2-Law of impression 261
3-Law of practice 262
Speed of learning 262
Dexterity in learning 263
1-Resolve 263
2-Taking practical steps for learning 263
3-Favourable setting 264
4-Hard work 264
5-Duration 264
Factors impacting the process of learning among kids 265
1-Intelligence 265
2-Age 265
3-Experience 265
4-Stimulus or incitement 266
5-Positive result 266
6-More energy 266
7- Revision 266
8-Interest 267
Chapter 23: **Concentration and Interest** **269**
Conditions for concentration 270
External conditions 271
Internal conditions 273
Types of attention 274
1-Intentional and unintentional attention 274
2- Concentrated and divided attention 275
3- Wavering and unwavering attention 276
Attention and interest 276
Chapter 24: **Memory** **281**
Pillars of memory 282
1- Safety measures 282
2- Recall 283
3-Recognition and identification 285
Different methods and techniques of memorization 286

1-Memorizing while mind is fresh 286
2-Memorizing the whole instead of parts 286
3-Memorizing the whole after dividing it in different parts 287
4-Memorising with intervals 287
5-Keeping the mind idle after memorizing something 287
6-Memorization while interconnecting 288
7-Regular revision 288
8-Making the mind ready before memorizing 288
Types of memory 288
Important points to remember 290

***Chapter 25:* Pedagogy or Teaching** **293**
Important features of successful teaching 294

***Chapter 26:* Method of Teaching in the Light of Holy Qur'an** **297**
Desire from students and their preparedness 297
Confidence on the knowledge of teacher 298
Belief that Allah is the source of all knowledge 299
Trying to attract them towards lesson 300
Presentation 302
Explanation and clarification 303
Questions 303
Summary or gist 304
Reiteration and repetition 305
Devolution 305

***Chapter 27:* Common rules of Pedagogy** **307**
Rule of willingness 307
Rules of selection 308
Related to real life 308
Learning through doing 309
The rule of splitting up 310
Rule of revision 310

***Chapter 28:* Techniques of Teaching** **311**
From known to unknown 311
From easy to difficult 312

From simple to complicated 313
From compact to abstract 314
Clearing vague ideas 315
From important to less important 315
From whole to parts 316
Follow the nature 316
Use psychological method instead of logical 317
General rules should be taught before exceptions 318

***Chapter 29:* Educational Aids and Methods 319**

Question and answer 319
Usefulness and utility of questions 319
Objectives 320
What sorts of questions should be 321
Style of questioning 323
Answers of students 325
Narration 327
A-Narration about someone, place or thing 327
B-Storytelling 328
Importance and usefulness 329
Aspects that need to be taken care of 329
Style of storytelling 331
Blackboard 332
Importance and efficacy 332
Use 333
Explanation and clarification 335
Oral explanations 335
Important issues that need attention 335
Pictures, models and charts etc 336
Forms 336
1-Real products 337
2- Model 337
3-Pictures and posters etc 338
4- Maps, charts, graph etc 338
5-Practical, experience and observation 339
Important aspects 339
Educational tour and picnic 340

Important issues 342
Other ancillary products 342
Homework 343
Importance and usefulness 344
Important aspects 346
Checking of writing work and correction 347
Course books 348
Selection of appropriate books 349
Use of course books 349
Library and Study room 350
Selection 351
Important aspects 352
Examinations, appraisals and promotion 354
Examinations 355
Shortcomings of examination 355
Ways to make examinations useful 358
Other important aspects regarding exams 360
Prescribed marks in classes 1 and 2 361
Prescribed marks in classes 3 and 4 361
Prescribed marks in classes 5 and 6 362
Class 7 and higher examinations 363
Results 365
Result Form 365
Appraisal, assessment and results 365
1- Analysis of physical condition 366
2-Analysis of practical, moral and social condition 366
Assessment of academic condition 367

Chapter 30: **Individual and Collective Education** **369**
Benefits of teaching in classes 370
Shortcomings 371
Ways to avoid pitfalls 372

Chapter 31: **Mutual Bond of Subjects** **375**
Forms of connection 377
Forms of mutual connection 377

Chapter 32: **Methods of teaching** **379**

Logical or inductive method 380
Benefits of this method 381
Shortcomings 382
Assumptive method of teaching 382
Shortcomings 383
Attributes 384
Comparison of the two methods
Logical method 385
Assumptive method of teaching 385
Investigative method 386
Benefits 387
Kindergarten form of education 388
Prescribed syllabus and method of education etc 390
Benefits 392
Shortcomings 393
Montessori system of education 394
Fundamental rules 395
Montessori school 396
Educational equipments 397
Benefits 398
Shortcomings 398
Comparison of Kindergarten and Montessori system Comparison 399
Differences between the two 400
Kindergarten 400
Montessori Scheme 400
Project method 400
How Project method is implemented 401
Benefits 402
Shortcomings 403
Dalton Plan 404
Introduction of the Dalton Plan 405
Benefits 406
Shortcomings 407

***Chapter 33:* Wardha (Basic) Scheme** **409**
Prescribed syllabus and schedule 411

Important aspects of the prescribed syllabus 411
Time table 412
Different changes in the Basic Scheme 412
Important features 413
Criticism 414

***Chapter 34:* Miscellaneous Issues 417**
Attendance 417
Ways to ensure attendance 419
Absconders and run away kids 420
Laggardness 421
Reasons for being laggard 422
Remedial measures 423
Fatigue 424
Reasons of tiredness 424
Forms of tiredness 425
Signs of tiredness 425
Physical signs 426
Mental signs 426
Atmosphere conducive to early fatigue 426
Remedial measures 427
Adjusting the fatigue factor in schedule (Timetable) 428
Timetable 430
Usefulness 430
Important aspects 431
Register and other records 437
Need and importance 437
Important aspects 437
1-Admission and exit registration 438
2-Attendance register of students 439
3-Register for teachers' attendance 439
4-Ledger 440
5-Cashbook 440
6-Stock register 440
7-Inspection register 441
8-Register library 441
9-Instruction book 441

10-Correspondence register 442
Extracurricular activities 442
Activities and pursuits 443
Importance 444
Kids' education and coordination of home and school 446
Guardians' meet 447
Importance and usefulness of such meetings 448
Educational week or annual convention 449
Programme 449
Important aspects 451
Hostel (boarding house) 452
Important aspects 453

Chapter 35: **Lessons and the Method of Teaching 457**
Preparation for the lessons 457
Importance of preparation 457
Important aspects regarding preparation 458
Notations of the lessons 459
Basic requirements for the preparation of the lesson 460
Types of lessons 461
Method of teaching informative lessons 462
1-Introduction 462
2-Presentation 463
3- Explanation and comparison 463
4- Extracting general rules or generalization 463
5- Use and practice 464
Easy methods of teaching practical Lessons 465
Critical lessons 467
Methods of teaching revision or practice lessons 468

Chapter 36: **Teaching Methods of Different Chapters 471**
Islamic Studies (Islamiat) 471
Guidelines regarding teaching method 472
Mother tongue (Urdu) 475
Best method to teach speaking a language 476
Methods and ways to teach reading 477

How to teach writing? 478
How to teach composition? 478
Letter writing 479
Mathematics 480
Important aspects 480
Teaching numbers and numeration 483
The four integer rules 483
The concept of fractions 484
Geography 484
Method of teaching 485
Science 486
Objectives 486
Method of teaching 487

***Chapter 37:* Education, Training and Muslim philosophers** **489**
Imam Ghazali 490
Ahnaf bin Qais' advise to Amir Muawiyah 492
Ibn Khaldun 492
Maulana Ashraf Ali Thanawi 492
Maulana syed Abul Ala Maudoodi 493
The features of desirable system of education 495

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بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِيْمِ

In the Name of Allah, the Beneficent, the Merciful!

Translator's Note

The Art of Education and Training (Fan-e-Talim-o-Tarbiat) By Afzal Hussain is one of the best works on the topic till date. Originally written several decades ago, when there was scarce literature on the topic of guidance and not much emphasis on teacher training, this was a complete guide, sufficient to educate the educators on how to tackle the students, how to shape their minds and how to help them develop into an impressive personality ready to conquer the world and face it head on.

Originally written in Urdu, *Fan-e-Talim-o-Tarbiat* is a seminal work, well ahead of time and served the need of schools across India. Thousands of schools scattered throughout the country used it as a compulsory guide for their teachers to make the teaching more effective. The emphasis on morality and character building made the book all the more appealing and useful for not just teachers and children but also their parents who were concerned about the character building of their wards and wanted their teachers to make useful contribution in this regard.

The book teaches the educators the basics of children's psychology, pedagogy, methods of teaching and career building. The guidance is not just limited to just teachers, but also has useful guidelines for school management on how to manage and run schools effectively. He worked in senior position in the Department of Education and his long experience as the Principal of *Markazi Darsgah* in Rampur makes the book a must for teachers of all hues and at all the levels.

I feel indebted to Qamar Afzal Talat, the younger son of Afzal Husain for encouraging, supporting and then financially backing the project of translation of the book. Without his active support, cajoling and regular reminder this project might have remained merely a pipedream. Qamar Afzal Talat, a graduate in English literature from Delhi University, who later did a hospitality management course, has done well in his professional life. Presently based in UAE, he has established Najma and Afzal Husain Trust to further the work of his illustrious father.

I must also thank Jawed Iqbal, a renowned educationist, for keeping a tab on the project and giving valuable suggestions in the course of the work.

Syed Ubaidur Rahman

Foreword

I am very pleased to write a few words, introducing the English version of the present path breaking book on education. This book was written in Urdu by Afzal Hussain Sb, who is now no longer with us. May Allah shower His mercy on him. Afzal Hussain Sb's book has guided and inspired many generations of educators, teachers and students. It remains a unique whork in its field, since it presents a novel point of view which is universal in conception and scope. In comparison, the existing popular concepts of education are often narrow, misguided and inappropriate; since they are not inspired by universal conceptions and they fail to take into account, the true nature of human beings.

In his active life, Afzal Hussain Sb was associated with the organization Jamaat-e-Islami Hind, which he joined at an early age. The Jamaat was founded in 1941 and Hussain Sb may be counted in the second generation of Jamaat. The key figure in Jamaat's formation was the towering personality of Syed Abul Ala Maudoodi. Maudoodi since 1932, had been editing the Urdu monthly Tarjumanul Quraan. Through this periodical, he was attempting to present the eternal message of the Quraan to his audience, in contemporary idiom. He emphasized that the divine guidance addressed the whole of mankind and therefore he asserted that planned and sustained efforts were necessary to communicate the meaning of the revealed book to all people. In particular, Maudoodi reminded Muslims that the primary task assigned to them by their Creator was to present the truth to the whole of humanity. As believers, Muslims themselves were expected to practice the true religion individually and collectively. They were also

charged with the responsibility of communicating the message of the Creator, to all humanity.

Afzal Hussain Sb was among those sincere young men and women of that era, who were immensely inspired by Maudoodi's fresh thinking, presented by him in clear and compelling language. Maudoodi was not merely an author or philosopher; rather he presented a programme of action and invited people to join him. His call was to initiate sustained efforts aimed at complete reconstruction of human society, on the basis of truth, piety, righteousness and sense of accountability before God. Maudoodi's conviction and passion for his cause, were apparent in his writings and speeches. Hence his call found a ready echo in young hearts and minds; a large number of young educated Muslims responded to his invitation and came forward to join the efforts of reconstructing the world. The task was undoubtedly difficult and inmense, but offered a very attractive vision of future, where human life would be reorganized once again on the foundations of universal concepts, and obedience to Creator.

Afzal Hussain Sb's life was devoted to intense activity to promote the mission of believers, prescribed by the Quraan. In his association with Jamaat-e-Islami, there are two phases. They reflect his versatile capabilities. In the first phase, he was the leading light of the educational project initiated by the Jamaat. Then later on in the second phase, he served the Jamaat in organizational capacity. Till his demise, he remained the Secretary General (Qayyim) of the Jamaat. His efficiency, sustained hard work and attention to details may be clearly seen in the manner he discharged his duties. He was well aware of ideological imperatives, ground realities and the actual potential of Jamaat's adherents. His commitment to Islamic mission and his sharp perception made him a successful organiser.

Before shouldering organizational responsibilities, the first phase of Hussain Sb's life was dedicated to education. As clarified by the Quraan, Islam is the guidance for all

mankind, releveant to all spheres of human life. Accordingly, education, in its conceptualization as well as implementation, was to be guided by Islamic world view, values, principles and teachings. To study Islam from its sources; the Quraan and Sunnah (the actual practice of the prophet; peace upon him) was obviously necessary, to answer basic questions about education. The relevant issues were to be clarified through a clear articulation of aims of education, its scope, and methodology. Such an articulation necessarily required an understanding of Islamic view of knowledge and place of knowledge in human life.

Maudoodi had already written on many aspects of Islam. He had also explained, in his articles and books, the Islamic view of knowledge. Thus the basic framework was already available. Afzal Hussain Sb built upon it. He started from the articulation of basic concepts and went ahead to translate the view of knowledge into a comprehensive system of education. The present book is a result of this remarkable effort of Hussain Sb. Its English version was abviously the need of the hour. We are grateful to the translator for filling this need. May Allah award him generously for his efforts.

Afzal Hussain Sb's book is comprehensive in dealing with the subject of education. In the context of various ideologies, he has explained the unique features of Islamic world view's imperatives on education. He has described the various methodologies suggested by educators and has critically examined them. He includes the topics of school management, pedagogy, interaction with larger society and students' moral training. In its style, the book is simple, straight forward and down to earth. A successful educator would also discover creative suggestions in this book, which would improve his performance even further. At the same time, those engaged in informal domain of education, may also profit from this book.

We recommend the book to all people in the field of education and also to the general audience. The book has

the potential to promote healthy changes in the existing systems. Let young people join the project of reconstructing human society, by focusing on the crucial activity of education. This book will be of immense help to them in this task.

August 2017 *(Dr.) M.Rafat*

Preface

Imparting quality education to children and mentoring is a fundamental Islamic duty. We need to be very concerned about fulfilling this very basic responsibility. It is needless to say that accountability in this regard will be very tough. Though the whole community, nation and even state are indirectly responsible to fulfill this duty, the direct responsibility lies with parents and teachers. They need to be most concerned about their kids, their education and good upbringing. In the current environment this has become all the more important, as even slightest negligence on our part will have unprecedented consequences.

Thankfully, the community seems to have some sense of seriousness of the issue and different institutions, organizations and even individuals are making concerted efforts in this regard. There are endeavours to help those institutions that seemed to be weakening, the ones that were on the verge of being shut down are being revived and educational institutions are being opened in large numbers. Evening and morning maktabs too are being opened in almost every nook and corner of the country and there are signs of some sort of life returning to the community as far as issue of kids' education is concerned. Though this is still far from satisfactory, the scarce resources with which the massive task is being accomplished can be termed an achievement in itself.

Many difficulties are being faced in the field of kids' education and their upbringing, nonetheless there are some major issues that confront almost all of them.

- lack of availability of good teachers

- teachers who are teaching in such institutions lack training in teaching and pedagogy
- lack of support of parents. Often whatever efforts are made by teachers, are erased by careless parents
- This book has been written with the sole aim of solving the above issues and ensuring how to make teaching all the more effective. The book throws light in detail on children's psychology, pedagogy, methods of teaching, career building, managing schools and the ways in which support on all the above issues can be sought. It has also been tried to ensure that:
- the language is easy, clear and understandable
- equally useful and handy for teachers, parents and all other people who have interest in the subject of education
- a concerted effort has been made to explain all the major issues concerning education
- all issues have also been discussed from Islamic point of view too
- effort has been made to avoid cumbersome academic jargons and terminologies
- all the advices and guidance are of practical nature
- to inculcate true feeling of responsibility regarding education and mentoring of children
- efforts are not futile and actually bear fruits
- kids are not unnecessarily burdened

Readers will be the best judge to decide as to what extent we have succeeded in the aforementioned efforts. Academics are requested to forward their valuable suggestions to make this book all the more practical and useful

Afzal Hussain M.A. LT

Chapter 1

Education and Training

Every married couple wants *to be blessed with a child as soon as possible after the marriage. When there is delay in the fulfillment* of this innate desire, it resorts to prayers, makes vows besides making every effort for realization of this natural desire. And when the prayers are rewarded, desires are fulfilled and the child is born, the couple and the whole family join and rejoice the moment in every possible way.

There is no denying that a child brings lots of joy and happiness with its arrival. Mere a sight of the child brings immense joy and satisfaction on to the faces of everyone. Parents rejoice as they see their child grow and develop. There is no greater delight than seeing the child grow peacefully. Therefore parents, besides family members, want to savor every moment of it. Mother gives up her peace of mind and devotes wholeheartedly to the child and still feels happy while father forgets his struggles and sweats by a mere sight of the kid. The joy is not limited to parents. Everyone feels attracted by the innocent face, smiles and ingenuous chatter of the young child. Even very serious people too are forced to have a smile on their faces by a mere sight of children and their innocent gestures. These flowers of paradise bring immense joy all around. The happiness is all pervasive, like an enchanting scent that spreads everywhere.

The happiness and joy expressed on the birth of the child is not without any reason.

1. Child is the epitome of the Original Creator's creation and a priceless gift from Him.

2. It brings blessings and good fortune to the house.
3. It is the biggest source of strengthening the bond between the parents.
4. Allah has put in tremendous amount of attraction in it
5. It alleviates pain, sorrow and anguish and gives delight, joy and pleasure.
6. It ensures the continuation of the family.
7. It becomes the centre of hopes and dreams. Many future expectations and anticipation are tied with it.

The joys and bliss that follows in the wake of childbirth is natural and only an unfortunate soul will be devoid of this pleasure. Nonetheless, along with happiness, the child brings loads of responsibilities as well. It includes:

1. Raising the child delightfully.
2. Giving him love and affection.
3. Teaching him with immense care.
4. Trying to inculcate good habits in him gradually.
5. Teaching etiquette of different occasions.
6. Coaching good manners and customs.
7. Educating him the basics of Faith and working on his character and nature
8. Working on his good health, development and great future.

These are important responsibilities imposed upon parents from the time of the childbirth. There may not be a single father who is not conscious of his responsibilities and doesn't have the resolve to fulfill all of them in the best possible manner. It is but natural to be fond of the child and do the utmost to make his dreams come true. Father is the person who likes his child to leave him far behind in success, achievements and accomplishments. Nonetheless, there are few who live to see their dreams come true and fulfill their responsibilities in the best possible manner. No one can accomplish everything on his own. Educating, teaching and mentoring needs to be done in the right manner and it involves lots of struggle. If there is not the

right balance and mixture of the two, the success will remain a mere pipedream.

Causes of failure

How the parents fail in teaching and mentoring children? It may be due to the following reasons:

1. It is a very tough job and requires loads of patience. Very few people are ready to devote the amount of time, devotion and commitment needed to fulfill the task at hand.
2. Usually, parents tend to have far higher expectations and hopes compared to the age, potential and capability of the kids. When they make repeated mistakes and show slower growth, parents tend to lose heart and not just give up their efforts but many a times also create suspicion in their own hearts about their own capabilities. In this process children also lose self confidence.
3. Overall the society is characterless. Children naturally tend to be impacted by wrong precedents of their elders and the bad company of other kids. Many a times, kids from good families and excellent parentage too tend to be influenced by bad company and bad habits take root in them too.
4. If you analyze a child, you will finally conclude, while there are just a handful of people who work to develop the child, there are far more people who work overtime to destroy him.
5. The list of 'basic' needs has expanded substantially. The whole economic system is becoming complicated and people have to work harder, longer to fulfill their basic needs. Now they have no quality time to spend with their kinds. Loss of time in economic activities, lack of quality time means people don't have enough time to spend with their kids and pay attention to their education and discipline.

6. The required talents that can ensure good upbringing and the right etiquette are not found in many parents and others. So most often these efforts not only go in vain, but are often counterproductive.
7. Parental discords, afflicting most homes today, also impacts good upbringing of children. Other issues that also impact it include separation from parents, living alone away from home and other similar issues.
8. The un-Islamic system has completely changed the basics of life in our society. Monetary benefits have become a driving force to such an extent that people don't think twice before destroying faith and characters of their sons and daughters for their 'great' future. They have no qualms in doing so.
9. There are a large number of people who are unable to provide education to their kids due to either their illness or lack of financial resources. These people have no support base from their larger families as industrial revolution has destroyed the fundamentals of the family system. Social fabric has become loose. In the given circumstances, if parents are either financially week or don't care about their kids' education and learning, other relatives are neither inclined to do anything nor is there a system that forces them to take the responsibility of such children. Society has no system at all to take any responsibility.
10. We don't have a system to keep the kids busy in their spare time. In most places, there is no facility providing avenues of sports or other constructive activities for them. In the given circumstances, their innate abilities and talents take wrong turn. In many cases, they take to illegal activities or even crimes.
11. The ever increasing immorality, moral corruption, depravity and debauchery in the society and easy availability of pornographic materials including pornographic literature, nude pictures, sexually explicit

movies and novels destroy efforts to educate and discipline children.[1]

12. Kids are hugely influenced by their homes, schools, environment, society and the country by different levels. For their good upbringing, their needs to be some sort of synergy between them. But this is completely absent in our society. Instead of synergy, all of the above institutions seem to have altogether different priorities. Their efforts are counterproductive many a times. If family members are conscious, they don't find good schools and if schools are conscious of their obligations, they don't find parents who are aware of their responsibilities. Most kids are torn apart in such condition and conflict of priorities.

Consequences of ignorance

The consequence of ignorance from education and instruction can be fatal not just for a family but for the entire community and the nation. It is due to the following reasons:

- Kids become incompetent and useless as their innate and natural qualities are not allowed to flourish. On many occasions, these qualities and traits take wrong turn too.
- Kids destroy their future by being led to immorality, depravity and corruption. Their future in this world and Hereafter is thus destroyed.
- Instead of becoming the apple of parents' eyes and their support in their old age, they become an eyesore and remain a lifelong burden on their parents.
- They destroy their parents' hard earned money without giving a second thought.

[1] Now internet has made this whole stuff available rather more freely as kids can access all of these through their smartphones or tablets. (Translator's note)

- Instead of becoming a source of fame for their families, they bring bad name and infamy.
- They earn disrespect and infamy for their community and religion due to their bad conduct.
- If they take to crimes, become a headache for the entire society and impact the nation in several negative ways.
- The community is deprived of pious people, society from selfless workers and nation from good citizens.
- Governments have to spend massive amount of money on jails, courts, police posts and hospitals to take care of such elements.
- Consequently, for the economy of the nation, they become like mite. The kids that were thought to be the flowers of paradise and apple of their parents eyes, become a pile of garbage as a consequence of ignorance and lack of interest of their parents and the society. Thus nature takes revenge from everyone for the lack of interest and proper care in this regard.

On the contrary, if proper attention is paid to good education and upbringing for children, then:

- Their innate abilities improve, their personalities get better and they succeed in this life and the life Hereafter.
- It helps them fulfill the endeavour for which they have been sent on earth by the Almighty Allah.
- They are able to fulfill their individual, familial and social responsibilities.
- They become pious slaves of Allah, selfless servants of society and proud citizens of the nation.
- Their very existence becomes a source of inspiration and motivation for them, their community and the nation.
- Civilizations prosper thanks to their superlative abilities.
- Economies expand, national GDP goes up and government expenditure comes down.

Therefore, efforts, hard work and resources, including monetary resources, spent on education and good upbringing benefit almost everyone. But, alas, due to our ignorance and shortsightedness of our planners and politicians, an educational system has been imposed upon the entire world that has nothing to do to embellish the personality and inculcate high moral character among our children. While this syllabus, despite being almost all-encompassing, along with impressive academic and supportive materials, extracurricular activities, emphasis on cultural programmes not just doesn't teach sense of responsibility, piety and morality, but instead teaches detachment and aloofness from God, fearlessness from the life Hereafter and defiance from high moral characters. This syllabus, superimposed on the world today, teaches wickedness, nationalism, ostentation, pretension and brazenness. It makes us believe that the sole objective of our whole system of education is economic development and financial success and nothing more.

It is apparent, that till fundamental changes are not introduced in this educational system, we cannot expect much good from the generation that will be raised under it. On the contrary, deep inside our hearts, we will always fear the worse from it. As far as the centres of religious education are concerned, that have been source of light and inspiration amidst the darkness of ignorance and illiteracy, they are also dying a slow death due to separation of religious and worldly education, old and outdated curriculum. These were the lighthouses amid mounting ignorance and guided the community and the nation when it came to providing guidance, direction and leadership. Their usefulness and worth is diminishing by every passing day.

The dire situation, without doubt, demands that all the concerned people and organizations take disciplined action to improve the situation and do whatever precious little they can do individually or collectively in this regard. It

must be added here that if worked tirelessly and with determination, things can be improved and the course can be changed.

Right now the situation seems to be hopeless and very discouraging. From outset, the nation doesn't seem prepared to accept a constructive revolution. Majority of people either seem to be bitten by the Westernization bug or completely smitten by capitalism. There is one section of the society that is blindly running behind the West or another section that dreams to follow the out dated (ancient) Indian civilization. They are prepared to be swamped under this flood and want to take us along with them. As far as the Muslim community is concerned, there is no sense of unity and purposefulness in its leadership. The community is torn apart on minor differences. Besides, it is beset with issues of limited resources, lack of courage and low morale. In the given circumstances, the courage to call for an all-encompassing revolution of this kind will be met with laughter. Nevertheless, we are finished if we swim with the tide and the morality of the whole nation will completely be destroyed. There is no option left for us but to stand our ground with impeccable bravery and try to change the course of this horrible flood. Our win is assured only in it.

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Chapter 2

Meaning of Education

Education of children is a subject that interests almost everyone. Start a discussion on the topic and see people of all hues take part in it. You wouldn't find lack of enthusiasm on this topic among people of all hues, be it man, woman, rich, poor, villager, urbanite, Muslim, non-Muslim or for that matter people belonging to any strata of the society. If given an opportunity, each of the above will like to put forth her or his point of view on the topic.

This common interest is very natural as:

- Everyone has kids and without exception people are very concerned about good future of their children. People want to see their kids doing far better than them and try to give them best possible education.
- Many people have great hopes and many of their hopes cannot be fulfilled by them. So they want their dreams fulfilled by their children. Therefore they are typically eager to find a way to accomplish it.
- If they don't see their children growing according to their expectations, they feel restless and express dissatisfaction.
- Nature has provided a long period in the form of childhood and everyone wants to make best use of it.
- Nonetheless, if you analyze people's views on the subject, you will find very diverse and often contradictory vision. Everyone seems to have a very different perspective about education. There will be very few people who may have similar views. To be true, this is not limited to laymen alone, even

academics have very serious differences on the issue. There are reasons for divergent views.

Difference of views on way of life

People have diametrically different views about life. There are many people who believe this life is an end in itself and are tempted by attractions that this life may provide. On the contrary, there are others who believe in the Hereafter and believe that the success in that life is of paramount importance. For some, the success means having a huge bank balance and accumulation of wealth by all possible means, while for others it may be getting hold of power. They want to accomplish all of these, by hook or crook. Then, there are some others who are not tempted by the glitter of the world. They become ascetic, while some others want to please God despite living in the midst of the world and fulfilling their responsibilities. This difference of opinion about life plays a major role in differences of opinion on education and upbringing.

The difference of aspirations

People have different dreams and aspirations. Some want to see their kids becoming physicians, engineers or political leaders. Someone wants to see his kids take to agriculture, or trade while others may want to see their wards become journalists or government servants. There may be others who want to see their kids grow into respected religious scholars. Therefore it is natural to see differences in vision and perception.

Difference of environment

Every place has naturally different social environment. To fit in a particular society, people need to have some specific qualities and features that can be created through education and training. This difference in environment may

also cause the differences of opinions and visions about education.

Difference due to circumstances and needs

Everyone has different needs as far as education is concerned due to particular background or environment. If these differences are not taken into account while educating kids, it creates a sense of restlessness in them.

Intricate and different personalities

Human personalities are very intricate. There are different and important aspects of the personality. These include mental, physical, practical and moral aspects. The importance of these aspects varies among different people. Everyone wants to give importance to the aspects he holds important and wants to see it develop perfectly. If he finds some lacunae in it, he fears and works to improve that particular aspect of personality.

Difference in educational schemes

Educational experts, after detailed deliberations and long experiences, have come out with different educational schemes. Someone loves a particular scheme, while others like a different scheme.

Difference of system of education

Different experts of academia have found distinct system of education useful for them. This is the reason that several syllabuses are in vogue in different parts of the world and people find very diverse system suited to their needs.

Nonetheless, what is very clear is the fact that all the meanings of education and every system cannot be correct. There must be one system that will be better than others

and most suited to particular needs of a place at a particular time.

Meaning of education[1]

In Arabic, *taleem* (education) is derived from the word *ilm*. The literal meaning of *taleem* means informing something to someone and instructing. Some people, erroneously, think it equivalent to *tadrees* or giving instruction to students in a particular subject, book or teaching students reading and writing. This word has a vast meaning. The word education (*taleem*) not just includes *tadrees*, but also creating perfection in one particular subject (*tadreeb*), teaching discipline (*tadeeb*) and improvement in overall personality of students (*tarbiyat*).

Infinite and finite sense of education

When the word education is uttered, our minds usually go to those disciplined efforts that educational institutions perform for their students. There is no denying that this is formal education and its implications are also far reaching. Nonetheless, this is a very limited meaning of the education. This is due to the fact that kids spend relatively small time in their educational institutions and get very limited knowledge and experience from there. On the contrary, the process of learning, acquiring knowledge and experiencing that starts with their birth continues till their last breath. Other than the formal education in their schools and colleges, they learn a lot from their homes, neighbourhoods, society and numerous people they come in contact with in the course of their lives. Even though this education is not formal, and rather informal, its

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[1] Encarta Dictionary while defining education explains it in the following words "The imparting and acquiring of knowledge through teaching and learning, especially at a school or similar institution". In his bestselling 'Dear Me' Peter Ustinov says, "After all, what is education but a process by which a person begins to learn how to learn?" (Translator's note)

consequences are no less important and lasting than the formal system of education.

The infinite form of education includes every information, knowledge and experience that every person acquires or is taught from his birth until his last breath.

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Chapter 3

Factors impacting education and discipline

This infinite or vast meaning of education explains it clearly that there are many factors that impact education and training of children. Some important factors include, home, school, environment, society and state or government.

1-Home:

The first and foremost centre of education is home. Since birth till four or five years of age, children are mostly confined to their homes. The influence that children receive from members of the family and the overall environment of the house makes lifelong impact on their personalities. It has far reaching implications. It is this place where they learn to stand, sit, eat and drink, talk and learn everything else. It is this place, that bestows upon them the true love and care, that is of utmost importance for their education and discipline. Their fathers, mothers, siblings, grandparents and other relatives often take the mantle of their teachers in different capacities and kids try to emulate those people. The children learn these people's habits. Once these characteristics make an impact on them, these are never forgotten. The importance of home doesn't diminish despite being admitted in schools. This is due to the fact that kids spend merely a few hours' time in their schools. In this short time, teaching them to read and write, educating them, disciplining them morally and physically is not possible without complete support of parents. Every home needs to undertake the following tasks.

Obligations

- Upbringing, physical discipline, cleanliness, proper arrangement and planning for food, clothes, ensuring physical and outer cleanliness, ensuring regular bath, changing clothes, cutting nails and hair, ensuring the active participation in sports and physical exercises.
- To keep close watch on habits of a child, mentoring with utmost love and care, and ensuring that the child starts following good habits.
- To follow the instruction of school authorities regarding education and discipline of the child.
- To ensure that the environment within the house is virtuous and clean and to guarantee that members of the family have cordial relations. This will ensure that kids will have superior and excellent examples to emulate.
- To provide opportunity so that the kid is able to support in household chores, providing some hobbies for free time, assigning some responsibility in the house as per kid's interest to create a sense of responsibility and coordination from early age.
- Provide opportunities to meet, interact and play with friends and kids of the same age and relatives to educate them socially. In the meantime, we should also keep an eye on their friends' habits and ensuring that they don't get bad company.
- Ensuring the dignity of the children and fulfilling their lawful demands and interests.
- If the child is admitted in a school where there is no provision of religious education, then ensuring that some alternate arrangement is made in this regard.

These are those basic and obligatory responsibilities that a house can basically provide to a child. Nonetheless, there are very few homes, that owing to illiteracy, lack of resources, busy schedule of parents and overall corruption of society, are able to discharge their responsibilities. The

industrial[1] revolution(s) have destroyed the whole system beyond recognition. Child and father are separated right from an early age. In this scenario, who will take care of the children? Resultantly, schools don't get the required support from parents. Due to scarce resources, schools don't have boarding facilities, to take complete responsibility of education and character building of the children. This is badly impacting the overall education of the children. We should try to ensure that the family system remains strong and continue to draw family members' attention towards their obligation to children. If we don't fulfill this responsibility, we should be sure of the destruction of our future generations.

2-School

The second most important factor impacting education and control of the children is school. It is the responsibility of school to ensure overall personality development of the child. Whatever he learns out of school is usually disorganized and often chaotic. On the contrary, schools have the services of talented teachers and build the personality of the child in a well defined way. Like their homes, children have great affinity for their schools. They believe that their teacher is the most talented person in the entire world, have complete faith on the information he churns out and want to emulate his personality without any questions asked. The atmosphere and the settings of schools impress children beyond any imagination. Therefore, the impact it makes on the personality of children is lifelong. This is the reason this factor is so much important.

Obligations of School

Schools have to perform following obligations:

- Creating expertise among children in different subjects. Whatever they learn from hither thither or

[1] and now post industrial

collect information from different sources, these are either incomplete or imperfect. There is no order in such information. It is obligatory on school that it provides knowledge and information to children in proper order and creates dexterity among them.

- Disciplining and training them, trying to remove the immoral or wicked habits that have taken roots among children, inculcating good habits, cultivating their innate attributes and giving right shape to them and trying to instill those qualities in children that will be helpful in carrying out individual, collective, social and familial responsibilities in later part of their lives.
- Creating a sense of good and evil, love and affection for truth and abhorrence and detestation for falsehood, creating a sense of spreading virtues and good in the society and preparedness to not just face unwanted and redundant tendencies, not just they save themselves from it, but also work to save the society from such trends.
- Fulfilling the void between childhood and youth, bookish world and practical world, school and society, to enable kids live a successful life in the real world.
- Not just saving the educational, artistic and civilizational experiences, skills and knowledge inherited from previous generations, but also creating worthwhile addition and improvement in them and transferring them to our future generations. It is the responsibility of our schools to ensure that the academic and scientific treasure left behind by our forefathers, is not left to rot, but passing on this treasure of knowledge to our future generations with valuable addition after useful research.
- Prompting children to not just follow what they have learnt, but also spread it among their peers and others.
- Providing a benchmark to the socicty. A degree from a particular school should be enough for the society to

evaluate the skills of the student and to realize his or her worth and value.

- Giving individual attention to different students keeping in mind their cognitive, physical, societal and moral differences so that every child grows according to his qualities and traits.

3-Surrounding and neighbourhood

This is third most important factor. Children are invariably impacted by their surrounding and neighbourhood. The particular geographical area in which the child lives, situations that he usually confronts, the social strata to which he belongs, and the kids of same age with whom he interacts and plays, usually impact him. The style of living of people in neighbourhood, religious beliefs and their customs also influence him in many ways. If the neighbourhood and surroundings are good, then the hard work put in by school and home bear fruits, otherwise, despite their best efforts, things become problematic. It is usually seen that many a times children belonging to good families and schooled in good educational institutions are influenced by bad company and they are not raised to the desired standards. The environment should also be made conducive so it becomes helpful in educating children.

4-Society

Man is actually a product of the society. There are very few people who are capable to rise above the society and are actually able to do and accomplish something worthwhile. Usually people are impressed by the trends in society and tend to follow it without ever questioning it.

In the present society, different sort of people seem to be active and make both positive and negative impacts upon other people. Usually there are religious, social and political forums, societies of different hues, clubs, press associations, cinemas, theaters, libraries and study circles,

museums, NGOs active in different charitable activities in almost every neighbourhood. People tend to learn from these associations and forums. If these parts of the society work on right strategy and work towards uplifting people of the society, they can help produce selfless servants for the society. Otherwise due to their mistakes, people tend to be wiped out along with societies.

Obligations of the society:

It is obligatory on the part of the society that it:

- Keeps the collective conscience awake, so that wrong elements may not affect the society.
- Creates and enriches different institutions, clubs, societies so that people of all hues, qualifications and tendencies are able to benefit from it and help the larger society.
- Keeps an eye on people, institutions and their activities. Help people in virtuous and righteous deeds and make efforts towards stopping evil and vice.
- Works towards helping people of depressed, downtrodden backgrounds to inculcate good qualities among them.

5-Government or State

The area of influence of government is expanding with every passing day. Apart from collective and social issues, the government has started interfering in people's individual lives as well. Its resources are huge and no part of citizens' lives is free from its influence in today's world. Education is among the most important aspects of life and thus the government has huge responsibility in this regard too.

Obligations

Following are the obligations of the government and the state:

- Providing basic education to every citizen of the country.
- Providing adult education.
- Providing avenues and opportunities to get education according to one's qualities, irrespective of differences of religion and race.
- Establish big and small institutions to promote education in sectors like education and art, medicine and surgery, engineering and agriculture, business and finance.
- Allowing minorities to establish and run educational institutions.
- Allowing full and complete freedom to private institutions and not resorting to any interference in their functioning.
- Giving utmost importance to education and training of common citizens of the nation and fixing a substantial part of the nation's budget for education.
- Creating avenues for scholarship for poor and deserving children.
- Providing special facilities for special kids.
- In order to make education easy, exciting and inspiring for students, government needs to initiate serious research in the field of education to create useful syllabus and academic material.
- Preparing qualified teachers on a large scale.

These are institutions affecting education and upbringing of all the kids in our society. These institutions' usefulness or lack of effectiveness, carelessness and attention are basic factors in providing effective education to children. Nonetheless, when it comes to these institutions being good or bad, this will be based on those beliefs, principles and convictions that are the basis of foundation of these institutions and driving force behind them. There must be concerted efforts on the part of all the stakeholders to make them effective centres of learning and make them

aware of the huge responsibility that lies on them. This will happen only when we correct the belief, conviction and principles that are behind the foundations of such institutions.

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Chapter 4

Objective of Education

Like differences in theories of education, there are sharp differences in objectives of education as well. The usual objective of parents in educating their kids is that they will be able to earn their livelihood in better way after completing education. Education for livelihood is generally the sole objective of most parents, though they wouldn't accept it. There is no denying that earning livelihood and being able to live a better life is fundamental necessity of a man, and enough attention should be paid to this objective as well. Nonetheless, this is not the sole demand of humanity. If we make it the sole objective of the whole educational system, the child will certainly become an economic animal, but he will not be able to grow into a responsible human being. When it comes to a Muslim, faith is more precious to him than his own life. In this situation, proclaiming that earning livelihood is the sole objective of education and creating the whole system accordingly is certainly a huge injustice to children.

When it comes to teachers, though they accept it or not, education for them is nothing more than acquiring knowledge. They want that their students put all their efforts in reading, writing, improving their educational standards and getting good grades in examination. Other aspects of personality, including physical, moral and practical aspects, are usually absent from their minds. This is despite the fact that in order to be able to have a balanced and successful life, not just these aspects, but other aspects too, are as much important, or rather more important than merely education. No one has any doubt about the

importance of having great educational qualification and that this needs utmost attention. Nonetheless, sacrificing other aspects of personality or ignoring them for academic excellence may have very dangerous repercussions. We observe that many a times, people with excellent academic qualifications and excellent understanding of their subjects, may be utterly useless or even harmful for the society due to the fact that they didn't give proper attention to health, moral values or through their anti-social activities.

There are many other objectives of education that are often enumerated. Important objectives may be mentioned as follows:

1- Making them selfless servants of the society.

2- Making them good citizens of the country.

3- Cultivating good aspects of personality in right manner.

4- Cultivating individuality and thus completing the personality.

5- Preparing students for their future. This means making them able so that they are:

- Able to protect themselves.
- Earn their livelihood.
- Look after their families and kids.
- Maintain social and familial relations.
- Spend quality times in useful manner.

6- Improving ethics and moral character

7- Growing a healthy mind and heart in a healthy body.

Without doubt, no one can refute the usefulness of the above mentioned objectives of education. Nevertheless, none of the above can be termed as the sole objective of it. This is due to the fact that each one of them has one-sided benefit. These objectives are either partial, imperfect, or rather shortsighted.

The true objective of education

Its basic objective is to make child a pious slave of Allah.

The fundamental objective of excellence in education is to put students' natural instincts in right direction, channelize their energies on right path and gradually make them emotionally, physically and morally able to become grateful slaves of Allah and fulfill their individual, social and familial responsibilities imposed upon them by their Creator.

This is the all encompassing and fundamental objective of education. This is due to the fact that:

Allah is the sole Creator, Sustainer and Provider of all basic needs of all of us. He is the Lord, God, Ruler and King of the entire universe. His kingdom is infinite and our earth is a very small part of the massive universe. Allah has endowed the earth with good things and blessings. He has made these blessings at our service and has settled us here. He is the true owner of all these things and whatever we have here is entrusted to us by Him. We are His servants and slaves. He has given us a detailed constitution that we have to follow. We are required to be thankful to Him for His benevolence and generosity. He has entrusted us with numerous responsibilities and to enable us to fulfill these responsibilities He has endowed us with an able body and has put numerous qualities, skills and abilities in this body. He has also provided us all the resource and supplies we need to fulfill the responsibilities put on our shoulders. Without any iota of doubt, nothing in this world is without usefulness. Our success lies in ensuring that we put to good use all the skills, powers and other essentials that He has provided according to His command and remain His thankful and gratified servants.

This goal can be achieved only when we keep the following aspects in our education and upbringing of our children:

1- Physical health: it is essential to provide necessary information to students to take care of the healthy body that Allah has endowed us with.

Following the principles of good health, hygiene and habituating children in hard work, physical exercise and first aid.

2- Growth of natural talents and abilities: All the natural talents and abilities that Allah has endowed in humans are vital and useful. To grow these latent abilities and working on their improvement, none of these abilities should be suppressed, avoided or evaded.

3- Directing natural tendencies of children onto right path and creating interest in useful activities and hobbies. This should be done through creating interest in Islamic literature, language and literature, social sciences or extracurricular activities, so that they are able to spend time in good hobbies.

4- Providing a maxim or rather benchmark to differentiate between right and wrong and reflect positively so wrong views and beliefs don't misguide them.

5- Giving them proper information about individual, familial and collective responsibilities and train them to fulfill them in best possible manner.

6- Providing them knowledge about the bounties of nature and informing them about the right use of known and secret bounties.

7- Teaching them reading, writing and providing them with useful information.

8- Inculcating among them best moral character.

These are those virtuous and lofty ideals that should be present in the minds of their elders. Nonetheless, it doesn't mean that we should make a conscious effort to make children attain puberty even before their natural age. No effort should be made to plan their education ignoring their interests, hobbies, pursuits in their childhood. Usually

people make such mistakes due to their over-enthusiasm for better future of their kids. It has adverse repercussions and sometimes there may be very adverse and hostile reaction from children. It creates germs of dissent and rebellion in their personality that destroys their qualities and physical attributes. Therefore, such lofty values should be kept in mind. Nonetheless we shouldn't have sky-high expectations from children, nor should we superimpose things on them well before time. On the contrary, while planning their education and training, their hobbies and childhood needs must be kept into mind and through these paths, these ideals should be gradually implemented.

(1) Aristotle: The roots of education are bitter, but the fruit is sweet.
(2) Aristotle: It is the mark of an educated mind to be able to entertain a thought without accepting it.
(3) What sculpture is to a block of marble, education is to the human soul.
(4) Herbert Spencer: The great aim of education is not knowledge but action.

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Chapter 5

Different Educational Theories

Like all the sectors of life, there are different educational theories as well. We will discuss the top three theories here.

1- Socialist,
2- Democratic,
3- Islamic

Today, the leadership of the world is in the hands of United States and Russia. These are the leading lights when it comes to different theories. US is the torchbearer of democracy while the USSR that of socialism.

All those nations that are awed by the United States believe in the nationalistic democracy and base their educational system in its light. On the contrary, those who are allies of the USSR, they follow totalitarian socialist model and their educational system has deep impression of this form of socialism. As these two are popular and prevailing theories as far as education is concerned, we have selected these two from among un-Islamic theories.

Socialist theory of education

Socialism is a system that is based on materialistic model which is famous for its antipathy and hostility towards religion and destruction of moral values. It exploits class struggle for its own benefits. For socialism, individuals and their individuality have no value for it. Citizens' lives, their honour are under stranglehold of the state that also owns all the resources of the state. Therefore, the socialist system is always bent upon total rebellion from

God and complete destruction of people's individuality. This system is always at war with the nature and so it remains fearful of counter revolution. This is the sole reason as to why it resorts to oppression, coercion and subjugation for its survival.

Aim of the education

While the proponents of socialism claim that through education they intend to make kids 'selfless servants' of the society, they try to mould students' natural traits in such a way that they scarify their personalities on the collective monetary good of the society. They are also trained in such a way that they disregard their individual personality for the society. Socialism tries to make children materialist, anti- religious and rebellious to the very concept of God. It also tries to create class differences among them and make them worse than animals. Therefore a few people or a small party is able to control the enormous resources of the state and make the entire population its agent in return for 2 square meals a day. Despite this abominable and repulsive treatment of the citizens, it still claims that it has been able to solve the financial problems of the society. If this claim is accepted at its face value, then too, providing food to prisoners, even in enough supplies, cannot compensate for the treatment being meted to the prisoners.

Important features of socialist system of education

Education system, based on socialist thinking includes the following characteristics:

1- Education is compulsory. This is to ensure that all the citizens living in the state are impressed by socialist thinking and become supporters and servants of socialism.

2- The whole educational machinery remains under tight government control. Everyone is provided education according to the syllabus prepared by government.

Private educational institutions are banned. This is to ensure that no one is able to utter a word against socialism or government.

3- Education is free. Education, whether general, professional including engineering or agriculture is also free and government bears all the cost of education of the entire population. Students are provided food, hostel, educational materials and even clothes free of cost.

4- It is tried to ensure that education begins at very early age for kids. This is to ensure that kids are indoctrinated in socialism from a very early age. To this end, even parents are provided specialized training and nursery schools are launched in a large number.

5- Everyone is required to get same education, irrespective of difference of caste, religion, colour or race. No difference is made on the basis of people working mental or physical work.

6- There is no place for religion, morality or for that matter common ethics of life in this communism. On the contrary, materialism, anti-religious thoughts and class differences are ingrained in the minds of students so that the normal structure of the society is dynamited from its very foundation and the society is raised on socialist foundations.

7- The only aspect that is kept in mind while preparing syllabus, extracurricular activities and other hobbies is profit. Only those things are taught that accrue monetary benefits and GDP of the nation could rise. This is the reason behind extra ordinary importance attached to craftsmanship and industry. Schools are associated and connected with local industries and students are provided practical on job training in these industries.

8- Other institutions and arms of government provide complete support to educational institutions. As, under

communism, all institutions be it industries, commerce, trade or agriculture are completely owned and managed by the government, these institutions have an open arm policy for educational institutions.

9- The socialist government ensures that employees of all hues, capabilities or expertise that it may require are educated and trained under its full gaze. The government wants to ensure that there is a sort of parity between the need of the government and skills and qualifications of people.

10- Syllabus, books and method of education are decided by the government. Students have no choice when it comes to subjects and teachers have no freedom in method of teaching. Therefore the complete educational system is rigid and inflexible and there is uncanny similarity in it.

Benefits and shortcomings of this system

Despite all its shortcomings, there are obviously some benefits in socialist model of education. It includes the following:

- One spirit that must be commended is the fact that a great spirit of collective good is ingrained among students. They are taught to give up individual benefits for the collective good of the society.
- Students are accustomed to hard work. They don't find it ridiculous to work.
- Due to the fact that more emphasis is given on practical education instead of theoretical education, students are better prepared to implement the knowledge thus acquired in their lives. They become practical people instead of theoretical.
- As there is a sort of economic and social equality and due to the fact that riches are divided equally among the people of the society, there is not much class difference. There is no visual difference of poor and

rich or higher and lower strata of people in socialist societies.

- As people are provided free and compulsory education, the whole society becomes literate.
- Due to the fact that same standard of education is maintained across the spectrum, there is unanimity of thought among the people. There is not much fear of duplicity of thought or practice.
- There is complete synergy between home, school, society and the state due to the fact that everything is in government control. It must be accepted here that it makes education of children very easy.
- Due to the fact that state has complete stranglehold over educational institutions, education is provided as and what the state needs. Therefore socialist societies don't suffer from problem of unemployment among educated people.

Nonetheless, despite all the above benefits of socialist model of education, there are some fundamental shortcomings that destroy all the benefits of this system and make it unacceptable.

Shortcomings:

- Rebellion from God, anti-religious and destruction of moral values are taught in socialist institutions from the very early age. And those people who have been raised on these foundations can only be predators and we cannot expect anything good from them. These are not just oppressors of others, but tyrants for themselves. Whenever they get an opportunity, they don't think twice before working for its destruction too.
- Individual personality is completely destroyed.
- Due to oppression, subjugation and outer pressure, students are in continuous war with their desires, opinions and their conscience. They become

depressed. There is no doubt that such students can never have powerful personality or possess great moral character.

- Due to the fact that everything is seen through the prism of monetary benefits and materialism, selfishness becomes commonplace.
- When everything is superimposed and both students and teachers have no choice or option, they start to disregard their responsibilities. It is needless to say that the whole community becomes accustomed to follow the power of stick.
- Important aspects of individual personalities are ignored or disregarded and as there is no synergy in growth, an imperfect personality grows.
- Production and national domestic products are given undue importance. Communism, actually tries to bring people to the level of economic animal through systematic changes in education. Thus the only thing important left in one's life is earning livelihood and nothing else.
- All the people of the nation, except a select few, are psychologically made frozen. People are deprived of the peace and tranquility of this world and the life Hereafter.

Democratic theory of education

In complete contrast to monarchy, people are the real power behind government. Governments are formed with their approval and constitutions and laws are formulated with their consent. The country is not ruled by one man, a family or group and representatives of citizens run the government. Usually elections are held every four or five years and people who receive highest number of votes are vested with the responsibility of running the nation. Elections are based on universal franchise and all citizens are allowed to vote and participate in elections. Every vote has same value and governments can be changed based on

majority's opinion. This way democracy claims to have firm belief in the following tenets:

1-Freedom of individual citizens

Every citizen has freedom of life, movement, creating political parties and holding rallies. Other fundamental rights enshrined in democracy include speaking, writing, faith, conscience and spreading one's faith if it doesn't impact or obstruct other citizens' rights and faith.

2-Belief in equality

In democratic set up, all citizens are believed to be equal. There is no discrimination based on caste, creed, belief, sex or wealth. All the citizens of the nation are provided equal opportunities to grow and progress and whoever finally possesses the required qualities to take a position or post is allowed to take up the job.

3-Belief in unity and co-existence

All the citizens of the nation are expected to live together in complete harmony. They should respect each other's individual personalities and cooperate when it comes to national or social benefits.

4-Belief in change

Change is natural. This is the sign of life and progress. Time continuously changes and situations and settings of nations too change. New age brings new challenges in its wake and so to strengthen the state and its continuity, there should be periodic reassessment and changes in its system, policy and programmes. Nonetheless, changes are welcome and useful only when they are supported by citizens and not superimposed.

Objective of education

As the success or failure of a democratic system is based on its citizens' qualities, therefore a fundamental objective of education in the eyes of proponents of democracy is to make them good citizens of the nation.

Nonetheless, as nationalist democracies too give undue importance to material development and financial success, there is continuous struggle among its citizens to get ahead of others in terms of riches. The same is true about different nationalist democracies too. They are in constant economic war to get ahead of other nations.

Citizens are made to drink the wine of nationalistic pride and patriotism to the extent of jingoism.

Therefore in nationalist democracies too, moral values tend to be lose their worth and they don't have a permanent value. Whenever there is a clash between the interests of state and high moral values, citizens are taught to give up values and sacrifice both moral values and conscience. Do we really expect a man of courage and values to do that? We shouldn't get confused between the word 'good'. There are many occasions when a good person and a good citizen seem to be poles apart.

Features of democratic system of education

The system of education that is based on this theory has the following features:

1- Elementary education is universal and compulsory. Concerted effort is made to provide elementary education to the entire populace.

2- Education is usually free and all efforts are made to ensure that no citizen is deprived of primary education due to want of resources.

3- Every person, group and community has the opportunity to use its qualities and qualifications to move ahead in life. No one is discriminated against.

4- Students are given individual attention based on their particular traits and qualities. This is to ensure that everyone is able to develop based on his or her level.

5- Individual and society, both are given equal importance. Individual is not sacrificed at the altar of the society and vice versa. Individuals are given every possible opportunity to develop and grow and they are prepared to take on collective responsibilities.

6- Individual liberty of both the teacher and pupil is respected. Teacher works as a loving guide instead of a dictator and doesn't apply external pressure or oppressive tactics. Instead, he teaches students in an atmosphere of freedom and dignity. Teacher is also provided exemplary freedom in choosing methods of teaching from the school or college.

7- Though monetary and financial benefits are given excessive and unjustified importance, high moral values are not completely ignored. They are respected, appreciated and valued at national level.

8- Religion is thought to be a private individual affair of a person and it is tried to keep to the bare minimum or merely to the extent of prayers. Its intrusion in collective issues is frowned upon, therefore religious education is left to the choice of individuals and private institutions. Government doesn't provide religious education in its own educational institutions.

9- Every effort is made to develop common interests and bonds between different linguistic, religious or regional groups. Efforts are made to reduce these respective groups' distinct features, to ensure that the nation has a nationalistic look and a similar culture.

10- Establishment of private institutions is encouraged. Individuals and different sections of societies are provided liberty to establish their own institutions and provide educations to children as per their own syllabus.

11- There is minimal interference from central government in education. Provincial governments and local bodies are given maximum rights in this regard to keep the democracy vibrant. This ensures that people feel free and are able to experiment freely.

12- In order to keep unity and integrity of the nation intact, every effort is made to inculcate the sense of nationalism among students.

Comments

Democratic system of education has many advantages. This includes the following:

- Respect for individual liberty and free environment to ensure that the personality blooms.
- Availability of universal, compulsory and free primary education.
- Equality and availability of equal opportunities to develop and grow.
- Freedom to grow based on one's qualities and qualifications.
- Respect for high moral values.

Nonetheless, it comes with its numerous shortcomings as well. These include the following:

- Students are indoctrinated from very early age in nationalism and patriotism. This creates myopia among students from very young age. Students develop antipathy and hostility towards people living in other countries. Without any iota of doubt, we cannot hope much good from people who are trained in such theories and such environment.
- Religious education is left on the whims on parents or private educational institutions. This actually creates disconnect between people and religion as mostly people cannot make proper arrangements for dissemination of religious education.

- As all the aspects of the state, particularly collective aspects, are kept out of the purview of religious influence, a substantial part of people is deprived of the benefits of religion.
- People are given different standards for them and others. This destroys the foundations of morality and ethics. This is the reason that people tend to ignore high moral values and they begin to start using corrupt practices for their very close relatives too.
- Instead of truth and justice, majoritarian views tend to become driving force and foundation in nationalist democracies. This deprives minority communities from justice and equality in such societies.

Therefore, providing education through prism of nationalist democracies, our educational institutions tend to produce 'thugs without morality'

Islamic theory of education

Islam is a complete system of life and this is the only real and authentic religion for the whole humanity. Allah has made it apparently clear that the success of this life and the life Hereafter can be achieved only by accepting and following this religion.

Foundation of Islam

1-*Monotheism or Tawheed*: Allah is the one and only Creator, Benefactor, Owner and Ruler of the entire universe. All the humans are His slaves and He alone deserves to be the monarch and sovereign. Every human being must ensure that he or she remains His slave and pray only before Him.

2- *Prophethood*: Allah sent His messengers to humans for their guidance. These messengers and prophets brought His commandments along with them. Prophet Muhammad (pbuh) is the last messenger of Allah. He brought Qur'an

and demonstrated to people as to how to live a life that pleases Allah.

The success of the humanity can be ensured only when people follow the book from Allah and following the precedence set by the Prophet Muhammad (pbuh).

3- *Hereafter*: Humans are not eternal. All humans will die and will be presented before their Lord. They will have to be accountable for their deeds in this life. Everyone will be rewarded or punished, based on how he or she performed.

4- *Khilafah*: Our earth is a tiny part of the massive universe. Humans have been appointed viceroys or representatives of Allah on earth. The ideal for them is to live a life of piety, as per the guidance provided by Allah. Piety, faithfulness, fear of God, administrative qualities and the trust of majority of people are basic requirements of leadership. It is obligatory on the rulers to establish the government based on justice, impartiality and fairness, remove evil, spread good deeds and piety and run the government as per the guidance of Allah.

5- *Oneness of Humanity, equality and brotherhood*: All the humans are progenies of a single parents. Thus, they all are equal and brothers. All the differences based on colour, race, caste or untouchability are erroneous and illegal. An Arab has no distinction at all over non Arab, white on black, rich on poor, Brahmin or upper caste person on untouchable. The most respected in the eyes of Islam is one who is the most pious of all and fearful of God.

6- *Freedom*: Everyone, be it minor or major, affluent or poor, man or woman, employer or employee, all are slaves of Allah and duty bound to follow His commands. No one is absolutely free. Nonetheless, when it comes to the concept of freedom among humans, everyone is equally free. Every man and woman has been born from his or her mother's womb absolutely free. No one has the right to

curb others' freedom or try to enslave others and force them to follow his commands.

7- *Faith*: There is no restriction as far as conscience, opinion and view are concerned. Everyone has complete freedom of faith, belief or religion. Whichever faith or belief system one wants to follow can follow, though the best course for humans is the fact that they accept and follow Islam, the guidance sent by Allah.

8- All the humanity is the family of Allah. The basic needs of all the humans should be ensured to fulfill. Every person deserves, food, clothes and medication when in need and this right must be accorded.

9-Every human's life, property and dignity is priceless and thus it cannot be touched.

10-Everyone should like for others what he likes for himself.

11-Coordination in good deeds is the top feature of Islam. Support should not be extended in criminal or unlawful activities.

12-It is duty of those people who know the truth to tell others about the faith and the truth.

Goals of education

From these basic and foundational principles of Islam, it can be inferred that Islam, through education wants to make an individual a pious and virtuous slave of Allah.

Prominent features of Islamic system of education

Following are the important features of Islamic system of education:

i-Religious education is obligatory for all Muslims, male or female as the Prophet (pbuh) said:

To acquire knowledge is binding upon all Muslims, whether male or female. *(Ibne Majah)*

To fulfill this obligation, every member of the society is provided with all the possible facilities. Student remains concerned about his education and gets all the possible assistance and support from teachers, guardians, Muslim society and Islamic state.

2-All efforts are made to spread education so that no one is deprived of education.

The Prophet (pbuh) said: *"Acquire knowledge and teach it to others"*.(Baihaqi)

3-It is an act of kindness and benevolence to learn and teach useful forms of knowledge. These should be taught with exceptional dedication and devotion.

The Prophet (pbuh) said,

"Scholar and student, both are partners in reward". *(Ibn Majah)*

"If someone guides someone to a good deed, he will get the same rewards as the doer himself". *(Muslim)*

"One who treads a path in search of knowledge has his path to Paradise made easy by God..." *(Muslim)*

"Everything prays for the one who teaches good". *(Tirmidhi)*

"One who starts out in search of education is like someone who struggles in the way of Allah till he returns". *(Tirmidhi)*

"The angels lower their wings in their great pleasure with one who seeks knowledge". *(Abu Daood)*

4-People are ordered not to seek knowledge that is detrimental or harmful for the humanity.

"Seek Allah's protection from knowledge that doesn't benefit" *(Ibn Majah)*

5-Everyone is provided as much free education as possible. Poor and deprived students are provided with free education and all their needs are taken care of. Every resourceful person believes that his monetary resources are used best when it is spent providing support to needy students and schools.

6-Every student is prompted to follow the knowledge thus acquired and take it to others.

"Knowledge is of two sorts. One that after passing through the tongue impresses the heart and takes control of it. The other that remains on tongue that will be the case against him in the Court of Allah". (Darmi)

"Convey from me, though just a verse". (Bukhari)

"Whoever is asked about some knowledge that he knows, then he conceals it, he will be bridled with bridle of fire." (Tirmidhi, Abu Dawood)

People must educate their neighbours, inform and instruct them, and tell them about pious acts and stop them from evil, vice and immorality. In the same way, people should seek knowledge from their neighbours, accept their instructions about good actions and refraining from vice and immorality. They need to create awareness, otherwise I will punish them very soon in this world". (Tibrani)

7-Self respect and reverence for both students and teachers must be maintained. Teachers are loving, affectionate guide and both students and teachers live like affectionate father and respectful son.

"Teach knowledge and don't use force. Teacher is better than tormentor." (Baihaqi)

"Respect the one from whom you learn". (Hadith)

Imam Shafi' respected his teacher to such an extent that he refrained from sleeping while putting his feet towards the house of his teacher.

8-Education is provided in devout and pious environment. Everyone including home, neighbourhood, atmosphere, state and teachers contribute in ensuring that the environment remains pious. They all contribute towards this goal. A good teacher is especially helpful in providing exceptional education and training to students through his love, affection, sympathy and above all by putting in good example to emulate.

9-Students are provided required knowledge regarding individual, familial and social responsibilities and they are gradually taught how to fulfill these responsibilities according to the teachings of Allah and His Prophet (pbuh).

10-Non Muslims are allowed to profess and follow the religion of their own choice. They are also provided with required resources to establish educational institutions of their own. Nothing is taught against tenets of their faith against their wishes.

Qur'an clearly says:

There is no coercion in the matter of faith.

(Al-e-Imran 256)

11- Religious and moral values are given top priorities. These values are never trampled upon or ignored.

"I have been sent to complete the high moral character". *(Moatta Imam Malik)*

"Say, I believe in God and then remain steadfast".

(Hadith)

"People from all the four corners of the world will come to you to understand religion. When it happens, preach them of piety and kindness". *(Tirmidhi)*

12-Educaiton is provided keeping in mind the age of the pupil, his needs, temperament, individual traits and psychological condition. Every effort is made to provide facilities for students. They are encouraged and not discouraged through creating impediments in their way. Education is not made a burden on students. A famous proverb says:

"Talk to people according to their mental standard".

"Create as much easiness for people as you can, don't oppress them. Give them good news and don't make them feel unwanted". *(Hadith)*

Abdullah bin Masood says: "I give sermons and discourses by distancing them by several days. In doing so, I follow the example of the Prophet (pbuh). He used to do so fearing people may become bored by daily discourses." (Bukhari, Muslim)

Hopelessness is akin to disbelief and denial in the existence of God. Neither students become lose hope about their education and training nor their teachers, parents or guardians. Everyone tries to believe in improvement and progress of the pupil and teaches it to others as well.

> *"And despair not of the Spirit of Allah. Lo! None despaireth of the Spirit of Allah save disbelieving folk."* *(12: 87)*

The Fourth rightly guided caliph, Ali bin Abi Talib says, "There are some states and forms of hearts. Sometimes hearts are ripe for sermons and at other times, they are not. Enter their hearts when they are most ripe and tell them what you intend to preach when they are all ears for it. This is due to the fact that heart becomes blind when it is forced to do something." (Kitab al Kharaj: Abu Yusuf)

13: Every effort is made to improve the overall personality of the student in complete synergy. Efforts are made to help students improve themselves and their attributes and innate traits. They are also provided with enough opportunities to use these qualities in day to day life. This is done as Muslim educational institutions and teachers believe that students are a trust and responsibility. Their bodies, qualities and traits are taken as greatest gifts from Allah and extremely useful for the entire humanity and future generations. This is the reason that neither they are oppressed or ignored. On the contrary, every effort is made to direct their energies to right avenues.

14- Students are trained to live frugal life. They are also accustomed to work hard, doing their own tasks and help other people. This is done to make them feel at ease in completing their daily chores. The Prophet (pbuh) used to do his own work and the same was example left behind by his rightly guided caliphs.

15-The basic aim of acquiring education and knowledge is to seek the pleasure of Allah and benefit the humanity. Impressing others with high degrees, the dreams

to get the power and respect, acquiring vast amount of money and material or for that matter acquiring knowledge to impress others are main causes of evil not just for students but their parents too.

"If one acquires education that helps seek the pleasure of Allah, but aimed to get the worldly benefits from it, he wouldn't even be able to smell the fragrance of Paradise". (Abu Daood, Ibn Majah, Ahmad)

"If one acquires education so that he is able to beat other scholars in debates and arguments, or attract people to him, he will be rewarded with hell by Allah". (Tirmidhi, Ibn Majah)

Caliph Umar bin Khattab enquired Hazrat Ka'ab (RA) as to who were true scholars in his eyes? Ka'ab (RA) replied, "The ones who apply in their lives what they learn". Umar (RA) then asked, what is the thing that removes knowledge from the hearts and minds of scholars, Ka'ab (RA) relied, greed."

16-Everyone from young ones to aged, educated and not so educated are all made greedy to acquire education. Facilities in the form of libraries, study circles and discussion centres are established and other facilities are made available so that people are able to acquire education at every age.

"A believer never feels full from education. He continues to listen good words till he enters Paradise" (Tirmidhi)

These are the basic traits of Islamic system of education. It can be easily inferred from the above mentioned features and qualities that Islamic system of education is the only system that is equipped to take into account the human nature, individual personality of students. It is only system of education that considers individual personal traits and standard of every student and keeps all their needs in consideration. This is also the only system of education that is complete from all aspects, useful, practical and expedient and above all recognized by

Allah. All the other systems of education are manmade and thus imperfect, deficient and incomplete and thus harmful for the humanity. Islamic system of education is the only system that could benefit the humanity. It can also solve all the issues that the world is confronting today. If this system is not adopted, the future of the humanity looks bleak. The other systems of education are creating anarchy in the society and particularly among the young generation.

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Chapter 6

Education and Training in the Light of Prophet's Legacy

"Even as We have sent unto you a messenger from among you, who reciteth unto you Our revelations and causeth you to grow, and teacheth you the Scripture and wisdom, and teacheth you that which ye knew not". *(2-151)*
"I have been sent as a teacher". *(Mishkat)*
"I have been sent to complete the high moral character". *(Moatta Imam Malik)*
"Scholars are the inheritors of prophets and the heir inheritance is not dirham or dinar, but knowledge and education. They have made the entire world the inheritors of this inheritance".
(Tirmidhi, Abu Dawood)

It can be easily inferred from the above mentioned verse and the sayings of the Prophet (pbuh) that appropriate good education and training are integral parts and responsibilities of the prophethood. Like other aspects of the life, Prophet Muhammad's model is the best and most suited for the humanity. This is trusted and worth emulating. Let's analyze that what sort of guidance we get from his model. By following the example set by the Prophet (pbuh), we can make the whole exercise of teaching and training very useful and constructive.

The personality of the teacher and his traits

The personality of a teacher and his traits play an important role in education and guidance of students.

Consciously or unconsciously, students are continuously impacted by their teachers and many a times this impression remains etched in the minds of pupils.

We should always keep in mind the important features of the Prophet's personality. This is to ensure that the teacher is able to mould himself in the light of the Prophet's personality. This way, he will be able to put an exemplary model before his pupils.

- The Prophet (pbuh) had a very lovable, adorable and amiable personality. Everyone was attracted towards him and was prepared to sacrifice everything dearest to him. The teacher should ensure that he has some of those traits in him so that students feel attached to him. Without these traits, a teacher can never fulfill his responsibilities.
- In all aspects of life, the Prophet's personality was worth emulation. His whole life was an open book. His in and out was equal. He always stood by what he said and first implemented his teachings in his life. He always lived by what he said.
- Students follow more the examples set by their teachers than their words. The teacher should keep an eye on all aspects of his personality so that students have good examples to emulate. In otherwise case, he will have to bear the consequences of his shortcomings. The wrong precedence that the teacher will set for students will have huge implications for the teacher as well.
- The Prophet (pbuh) was full of understanding, knowledge and wisdom. A teacher should be a man of intelligence and wisdom. Without full education and comprehensive knowledge, students cannot be provided good education and upbringing. This work of training and upbringing demands unprecedented wisdom, understanding and insight. Besides, the teacher should continuously try to work on improving his grasp on subject and widen his knowledge. When it

comes to education, students believe that their teacher is perfect and if teacher is unsure about the subject he teaches, the confidence of the students will be shaken. If he doesn't have enough or right information about any subject, he should graciously accept his lack of knowledge and tell the kids that he will let them know about it later. This way, the confidence of students can be retained and the teacher will be saved from falsehood, lie and deceit. A saying of the Prophet (pbuh) talks of the same in the following words:

"If someone gives guidance on some issue without proper knowledge, its consequences will be borne by him alone."

History tells us that the Prophet (pbuh) himself accepted lack of knowledge about many issues and let the people know about it when the revelation came.

- The Prophet (pbuh) was exemplary when it came to forbearance, mercy and magnanimity. The teacher has to face many an innocent pupils who continue to commit mistakes at regular intervals. Many a times, they commit mistakes that could provoke the teacher. A successful teacher is the one who has the above qualities. Annoyed and angry people can never develop into good teachers.
- The Prophet (pbuh) was so kind, caring and nice that he used to meet with utmost kindness not just those who were close to him, but also to those who were his sworn enemies. He always tried to ensure the happiness of everyone coming in contact with him. While meeting, he was always cheerful and lighthearted. A teacher should also be cheerful, cheery and optimistic. He has to regularly meet not just students but also their parents and guardians, common public, supporters and opponents of the institutions and should seek the cooperation of all these people. Without acquiring these traits, he cannot dream to get their support and fulfill his responsibilities.

- The Prophet (pbuh), despite wearing simple clothes, took exemplary attention in ensuring simplicity, cleanliness and hygiene. A teacher should ensure that he comes with a simple persona and refrain from sending fashion statement. Simplicity and cleanliness are the main traits of knowledge.
- There was exemplary discipline, order and restraint in Prophet's personality. Whoever came in contact with him, easily understood as to what the Prophet (pbuh) liked or disliked and what will be Prophet's reaction in response to their words or deeds. These are important traits that must be present in every teacher. This will ensure that students respect him and his sentiments. Otherwise they may feel ambivalent about him as they don't really know as to what will please or anger the teacher.
- The opponents of the Prophet (pbuh), many a times, threw stones at him in response to his teachings and sermons. Nonetheless, the Prophet never gave up or lost hope. He was always hopeful about them and finally many of his sworn enemies accepted his teachings. A teacher or coach shouldn't give up hope himself or make students, their parents or guardians despair about the future. People like us, in our old ages too, are hopeful about positive turnaround about us. Children have a whole life to make amends and improve. Due to their innocence and youth, there are all the more chances that they may commit mistakes, many such faults must be ignored.
- The Prophet (pbuh) has no precedence when it comes to traits like satisfaction, contentment and complete faith in Allah. In every age, a teacher must possess these traits. However, in our times, its need has gone up substantially. A teacher can succeed in his task of providing education and training, through these traits. If someone aims to acquire worldly pleasure, he shouldn't enter this respectable profession.

- The Prophet (pbuh) was so much aware and concerned about the responsibilities put on his shoulders that Allah said in Qur'an, "You will perhaps kill yourself with grief over these people". Education and training are tough jobs and a teacher can never do justice with his duties without these qualities.
- The Prophet (pbuh) had another great trait of far-sightedness and used to solve intricate and complicated issues with unprecedented ease. A few sentences from the Prophet (pbuh) or a small advice, and the issues used to be solved with all the concerned parties feeling satisfied. A teacher has to face similar issues both inside the classrooms and outside. If he doesn't have the capability to face such regular challenges, he may feel bogged down.
- The Prophet (pbuh) had natural affinity and empathy towards children. He didn't mind their childish behaviour. He never punished any child in his entire life. The only one whom he has allowed to punish a child is his teacher, and that too as a final resort. A teacher must instill these qualities in his personality. If he doesn't love or feel affection for children, he shouldn't take this profession.

Tone and tenor of a teacher

When it comes to make the lesson impressive and remarkable, a lot depends on the voice and tone of the teacher. If his voice is attractive, sweet and appealing, it easily attracts students to the teacher and what he is teaching. They also don't experience boredom and monotony. On the contrary, if the teacher's voice is harsh, loud or raucous, students not just feel boredom, but also get tired. The hard and raucous voice terrorizes young students in primary classes to such an extent that they are unable to concentrate on the lesson and what teacher is saying. They don't even understand much in such cases. For the health of teacher too, being too loud is harmful. His throat starts

giving him trouble and his lungs too are impacted. Similarly speaking too much for too long and when there is not much need of it also kills interest. The discussion, however important it may be, if done in monotony becomes very boring and unimpressive. When it comes to sound, we have many guidance from Prophet Muhammad's life. To make lessons impressive and beneficial, we need to follow them.

- The voice of the Prophet (pbuh) was neither high-pitched nor very low, but was mild and average that sounded well to ears. When need arose, the Prophet (pbuh) spoke powerfully so that the people could clearly hear him. A teacher should ensure that he shouldn't use too loud voice that may look unattractive to ears. At the same time, his voice shouldn't be so low that students cannot hear it clearly and the discipline in classroom is impacted. Crying or speaking in rude voice is unjustified. Qur'an criticizes donkey like sounds. Qur'an says:
  "Be modest in thy bearing and subdue thy voice. Lo! the harshest of all voices is the voice of the donkey".
  (31: 19)
- The Prophet (pbuh) used to speak in very clear voice (his sentences were complete and nothing skipped him). A teacher should always keep it in mind.
- Whenever he spoke, all the alphabets, to the extent of the last one, were clearly audible. A teacher should practice it regularly. If pronunciation and accent are right, his words will clearly be understood. It will also improve the pronunciation and articulation of students. The Prophet's voice had fluctuation, natural ebb and flow. This made his words very impressive. Teachers should avoid speaking in monotonous and boring voice and should try to create fluctuation in their voice.
- The Prophet's voice was bereft of any pretension and affectation. A teacher should maintain his natural style and humility while interacting with his students. There

are some teachers who try to speak in odd and unnatural voice and feel proud of it. Nonetheless, such teachers become laughing stocks in the eyes of their pupils.

- The Prophet (pbuh) spoke only as much as was needed. He has asked to refrain from speaking uselessly. A teacher has to speak for hours in the course of teaching in school. Therefore he needs to be very careful while speaking. He is even advised to develop some signs for common tasks. This will ensure that he will speak only when it is utmost necessary. Every effort should be made to allow students to speak, interact and perform tasks.

Language of the teacher

The language of a teacher is of paramount importance when it comes to education and mentoring of students. This is due to the fact that this is the media through which a teacher conveys his sentiments, feelings and emotions to his students. Students start to follow and emulate their teachers naturally and effortlessly. If the teacher's language is flawed and imperfect, students will naturally start using the same language and the lesson cannot be understood completely. We have a model in Prophet Muhammad (pbuh) in this regard.

- The Prophet (pbuh) used very easy, clear, comprehensible and lucid language. He never used academic, ostentatious, ornate or very flowery language. Whenever he had to speak to someone, he tried to ensure that even uneducated and ordinary people from every background were able to comprehend and understand him. A teacher has to face very young kids too who have very limited vocabulary. If this fact is not kept in mind, many students will not be able to understand him.

- The Prophet (pbuh) was very eloquent and used to convey his message in the least number of words. His sentences were short and crisp, though they clearly conveyed the message. A teacher should make every effort that he uses short sentences and convey his message across to his pupils in minimum possible words. Sentences must be well-connected, to the point and bereft of unrelated materials.
- The Prophet (pbuh) used perfect and lucid language. If there was something that may sound uncivilized in detail, he used to convey the message in signals and signs. A teacher should ensure that he uses very clean language so his students are also able to follow him in right earnest. He should completely avoid from using abusive and foul language. If students commit any such mistake, he should immediately correct them. Students sometimes use abusive or insulting words that they pick up from market or neighbourhood. It should be ensured that they avoid using such words.

Method of teaching

We get the following guidance from the Prophet's model:

- The purpose of the lesson should be very clear for teacher and student. Whatever the Prophet (pbuh) used to teach to his followers, the purpose was not just clear in his mind, but also in the minds of his followers as well. They knew very well as to what they are learning and why they are learning it. A teacher should ensure that the time of both, the students and the teacher is spent in the pursuit of the purpose and they are saved from uselessly wandering.
- Lesson should be presented to them in such a way that raises their curiosity level and interest. The Prophet (pbuh), in order to raise his companions' inquisitiveness, used to pose question or leave his

sentence midway. He delivered his message when he had their full attention. For example, he posed a question as to "who is the most generous". Then he answered the question. On another occasion, the Prophet (pbuh) said, "He is destroyed, he is destroyed". If the students are not curious or have full attention to the lesson, all the efforts of teachers in teaching will be futile.

- Instead of informing students everything in one go, effort should be made to compartmentalize the lesson in small parts. When students are mentally prepared, a part of the lesson is taught and when they understand the lesson, they should proceed to the next part.
- Every effort should be made to provide facilities and resources to make learning easy and not to make it so difficult that they give up hope.

The Prophet (pbuh) says: "Create ease and not difficulties". (Hadith)

- A teacher should always begin from easy lessons to difficult ones. This will help students overcome difficulties and bottlenecks.
- He should ensure that students do not lose concentration or get bored. The Prophet (pbuh) always ensured that this didn't happen. If he felt any sign of boredom, he either changed the subject or ended the discussion at the very same point.
- Any of the following methods can be used to present the material effectively:
  1- Conversational method
  2- Question answer method
  3- Narrative descriptive method
  4- Lecture method

A - Conversational method

The Prophet (pbuh) taught a lot to his companions in small and innocent conversations. Without doubt, this is a

very interesting, enchanting, simple and effective method. Students are able to discuss those issues that they have confronted without facing any problem, thus helping the teacher to evaluate their problems and understand their state of minds. It also provides him a unique and very natural opportunity to educate. Nonetheless, this conversation can be result oriented and beneficial only when the precedence of the Prophet is followed entirely. This means that:

- The conversation is held in free atmosphere to allow every participant to express his views without hindrance. However, the decency must be ensured at every cost.
- Every point of view is heard with attention and interest.
- No one is interrupted midway. Everyone is allowed to express his views and no one will interrupt till he completes his talk.
- If someone, all of a sudden, starts talking about something unrelated to the topic or if the discussion starts taking an ugly turn, the teacher will do the needful to bring the discussion on track.
- Utmost use should be made to exploit opportunities that come in the wake of such discussion.
- It should be ensured that no one expresses his thoughts very fast. On the contrary every effort is made to ensure that students speak slowly and if need arises, those words or sentences that need attention of participants are repeated several times. This way, these important points and sentences will be etched deep in the minds of these students.

In the course of conversation and dialogue, it should be ensured that the addressee's interests and level of intelligence are kept in mind.

B- Question answer method

The Prophet (pbuh) often used this style to make people understand things better. Initially, he would pose questions before the audience and then provide answers. He ensured that people feel free to ask questions themselves. Nonetheless, he used to avoid unrelated and useless questions. In the case of unrelated questions, he often gave answers separately when the main discussion had ended. This is very effective method and should be used by a teacher as it completely consumes the mind of the student in order to get to the right answer. Even if this is not the case, the pupil is completely prepared to listen to the answer. In this regard, we have the following guidance from the life of the Prophet (pbuh):

- The questions should be small and crisp and should be asked in clear words to let the audience understand clearly as to what is being asked. They should clearly know the wordings of the questions. This is going to help them respond to the queries in better way and have superior understanding of the subject. When the question is not very clear, it cannot be responded or answered rightly nor the answer can be understood fully.
- The style of posing question should be so interesting that everyone becomes attentive, alert and focused and his mind becomes ready to respond or listen to the answer.
- After posing question, some time must be given to think and ponder and then listen to answers politely.
- Wrong answers should be corrected. If there is no answer or if the students return the question, the teacher himself should provide a detailed and satisfactory answer to respond to curiosity. Not giving a satisfactory answer after creating curiosity in the minds of students, creates restlessness and anxiety that is bad for health.

- Students should be provided ample opportunity to pose their own questions. An adage goes that whoever questions more, learns more. However, if they pose irrelevant or trivial questions, they should be stopped carefully and shouldn't be rebuked.
- If the question is unrelated, but useful, the teacher should ensure that he answers such questions when the main session has ended.

C-Narrative and descriptive method

If the Prophet (pbuh) had to tell his companions about something or narrate an incident, he would do it in very simple narrative and descriptive style. His narrative would have the following features:

Short and crisp: The Prophet (pbuh) always ensured that his narrations or descriptions were crisp and short. This ensured that people didn't get bored.

Visualization; The Prophet (pbuh) would visualize and describe the narrative in such a fine manner that people used to feel as if they are actually watching the stories from their own eyes.

Explaining through similes and metaphors: The Prophet (pbuh) used timely and effective similes and metaphors to send the message across. This helped his companions understand everything very clearly.

Using emphasis, stress and changing the accent as occasion demanded: This helped highlight the importance of what the Prophet (pbuh) was trying to convey to his audience. This ensured that people remembered them more vividly and clearly.

Trying to emphasize through gestures, signals and indication: The Prophet (pbuh) used to recreate the impression upon himself first. This had far reaching impact on his audience too. When something is said with conviction and fervour, it also touches the hearts of others.

Practical implementation in life if the matter demanded: The Prophet (pbuh) never believed in just telling his companions. He lived by those principles and applied his teachings in his own life before asking others. This way, he taught them its connection with real life.

A teacher should always remember these aspects in his narrative lessons.

D-Lecture method:

The Prophet (pbuh) used and adopted lecture method. He especially used this method in group training. When the Prophet (pbuh) stood to deliver talk or sermon in a meeting, there was a complete silence. He used to deliver very short and crisp talk. His lectures and talks used to be moving, touching and poignant. His style was also emotional and heartrending and touched the heart instantly. His voice was not monotonous. On the contrary, it had a particular pattern and there was a certain rhythm in it when the occasion demanded. His body used to be in complete synergy with his words and this had a massive impact on the audience. The unprecedented sense of devotion, loyalty, dedication and sacrifice that was found in abundance among his companions was also to a great extent due to his moving lectures and talks. A teacher should ensure that he keeps all these aspects in his mind.

Explanation and elucidation

In order to make his words clear and ensure that they remain etched in the minds of audience and companions, the Prophet (pbuh) used the following methods:

- Presented practical examples before them. Either he gave practical demonstration or made it clear through signs and symbols.
- Sometimes he tried to make things clear by creating signs on the ground.

- In order to make people understand something, he provided simile or an example from something well-recognized by the audience.
- Used to take help from a relevant story or anecdote.
- He tried to make it clear by comparing it with something opposite or different.
- He used to repeat important aspects before the audience to make it amply clear in their minds and clear every doubt regarding it.

A teacher should also generously apply all the above methods to make things clear in the minds of his students.

Treatment of students

The Prophet (pbuh) instructed his companions to treat students with love and kindness. His model showed that:

- He always had smile on his face while meeting people. He showered them with kindness and compassion.
- Always ensured that their self respect was taken care of. He never tried to demean or disparage anyone.
- Often used hilarity and joviality to keep people in good humour.
- Used to visit people when they fell ill, enquired about their health, pray for them and consoled them too.
- Kept the level of understanding and comprehension of his audience in mind. Besides, he always kept the interest of people in mind. He never made his sermons and talks burden on his companions or addressees. If he ever felt that audiences were feeling bored or uninterested, he either changed the subject or ended the discourse.
- He was very attentive while listening to people talking to him. The Prophet (pbuh) always appreciated good thoughts and deeds. Whenever he found that something was wrong, he would tell the concerned person about it.

- Always showed exemplary forbearance and patience if something happened that annoyed him. Anything annoying was always ignored or forgotten.
- Always gave satisfactory answers to inquisitive questions from his companions and others. He would either ask to refrain from posing useless questions or ignore them when someone asked such question.
- If he saw anything wrong being done, he would attract people's attention collectively or during his sermons.
- Always helped people when they needed support and assistance. Always came forward to help the needy and prompted other companions to extend support.
- Showed immense sympathy and love in relations with others. He used to sit beside them, embrace and pray for them. He used to talk to them by putting both his hands on their shoulders and often asked them to share food with his companions and supporters.
- Always appreciated, thanked and prayed whenever anyone even assisted him in smallest manner.
- Gave equal attention to all the members of audience. This way, he ensured that no one felt discriminated or ignored. Everyone felt that Prophet (pbuh) loved him the most.
- When it came to children, Prophet (pbuh) presented an exemplary behaviour. He showered kindness, love and affection for them. He used to greet the kids whenever he came across, prayed for them and affectionately put his hands on the heads of kids. He will take very small kids in his lap, embrace them or put them on his shoulders. He talked to them what could interest the kids and often organized racing competition for children. He would joke with children and asked them to eat with him and his family. The Prophet (pbuh) taught them discipline and regulation in his inimitable and loving style. If he found children on his way, asked them to mount the camel or horse on which he was riding and pardon them if kids made a mistake. He

clearly ordered not to physically punish children. Always asked companions to use utmost care regarding kids and ignore mistakes committed by them. Once during a war, some children of the enemies were killed. When the Prophet (pbuh) came to know about this incident, he became angry and the colour of his face changed. In apparent rage, he told the companions, "Those kids were better than you. Beware, never kill children." Once, while kissing a child, the Prophet (pbuh) said, "Children are the flowers of paradise".

This was the reason that children loved and adored him immensely. They would become joyous at the sight of the Prophet (pbuh), came to greet him and show their happiness.

This was the result of high standard and effectiveness of his method of teaching and personal relations with his pupils that he created unprecedented thrust and drive for education among them. They all ensured that they gave utmost attention to what the Prophet (pbuh) said and then remembered his words. His companions always followed his teachings in letter and spirit and ensured that they spread his teachings to the rest of the world. He created such spirit among his companions that they didn't give up in the eye of adversary and worked hard to not just follow it truly in their own lives, but spread it to others. May Allah be pleased with them.

Things can change even today provided teachers create a reflection of Prophet's attributes in their personalities.

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Chapter 7

Latest Educational Trends

"Wisdom and astuteness are the lost material of wise person. He should take it wherever he finds it."

(Tirmidhi, Ibn Majah)

Though different educational systems in vogue in different parts of the world today need immediate reforms and changes, there are some aspects of their educational systems that are not just useful, but also not against Islamic teachings. Therefore, following the popular adage, "Take what seems good and leave what annoys you". These good things should be taken and applied accordingly. These include:

1- The aim and objective of education shouldn't be kept limited to merely reading, writing or just a few books, subjects or trends. Not just students be provided with expertise in a few subjects or trades, their vision should be broadened. It means:

   A- Overall personality development of students through education (psychological, physical, practical, moral and emotional development). Effort should be made to create a sort of synergetic development and growth of students' personality.

   B- Students should be prepared and trained to fulfill responsibilities as individuals and students.

   C- The educational system should ensure that students have self confidence, ability to confront all the eventualities and skills to fulfill daily works without any hesitation.

D- Using free time in useful hobbies and gainful works.

E- There should be a spirit of competition in research and investigation among both teachers and students.

2- Syllabus, subjects and course materials shouldn't be central to education. On the contrary, student should be central and focal point of the whole system of education. This means:

A- It should always be kept in mind that education is for child and not child for education. This means that all efforts be made to benefit child nor sacrifice the child on education.

B- In quest of the future, we should never ignore the present interests and hobbies of children. Otherwise, the reaction will be harsh and counterproductive. For those dreams on which the child is being sacrificed not just may be achieved, some aspects of his personality might be damaged forever. Thus, a balanced development of the personality may not be possible.

C- A child should be provided education keeping in mind his age, psychological status, physical condition, his personal needs and the family background.

D- The individual differences between different students, their interests and hobbies should always be kept in mind. Instead of taking the whole class as a unit, every student should be taken as a unique and different unit. His individuality and personality must be respected and valued. The whole class shouldn't be treated in similar style.

E- Efforts should be made to direct students natural talents, abilities and geniuses to right direction. They should be provided opportunities to develop their positive natural abilities and traits.

3- While preparing syllabus for young students, the following aspects should be kept in mind:

(A) His age, natural traits, psychology, feelings, mindset, physical and mental capabilities.

(B) Different stages of child's growth, and psychological characteristics of every stage, interests, hobbies and needs.

(C) Necessary qualities and attributes needed to fit in social and natural environment.

(D) Needs of the society and the nation, aspirations and civilizational inheritance.

(E) Synergy in all-round growth of a child's personality. Detailed list should be prepared that should include topics, hobbies and schedule to accomplish this task.

(F) Supportive stuff and activities needed to prepare the child to face the challenges posed by future.

4- Method of education should be prepared in such a way that education and teaching is made easy, impressive and interesting. This means:

(A)– Teaching while playing. Students can be taught a lot in the form of fun and games.

(B) Supportive materials regarding lessons like important pictures, charts and other educational informations are used. This will certainly make the lessons fun and will make concepts clear and comprehensible. Students will be able to use more than one sense, thus making the lesson and education all the more exciting and long lasting.

(C) By arranging useful and enchanting schedule, creative qualities should be brought out. Enough opportunities should be provided to learn through one's own experiments.

(D) The environment of the classroom should be such that children have no hesitation or qualms in clearly sharing their problems and confusions.

(E) Different aids be used to better express student's thoughts and ideas.

This means that students should be trained to express their opinions and thoughts through essays, extempore speeches, story writing and different forms of art.

(F) Teachers should present themselves as guide, protector and friend and not as oppressive ruler.

(G) Students' assistance should be sought in taking the lesson forward. Instead of giving all the information to students on a platter, an environment is created where students are prompted to search information themselves.

(H) A synergy should be created between subject and the lesson. Efforts should be made to connect these with social, natural environment and daily lives of students.

(I) Education should be provided in mother tongue of the students.

(5) There should be an environment of freedom, equality, democracy and cooperation in maintenance and running of the school. This means:

(A) Teachers' advice should be given importance in managing and running the school.

(B) Teachers among themselves and students among them live in an environment of brotherhood and equality. There should be no discrimination among them on any ground.

(C) Discipline should be maintained and not super-imposed from outside.

(D) Students should be accustomed to work in team and group environment. Different groups should

be formed and their responsibilities should be given to students who work under the leadership of a monitor who is one of them.

(E) Every effort should be made to seek the cooperation of parents and guardians of students.

(F) Education should be universal and compulsory.

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Chapter 8

Child and His Nature

Children shouldn't be compared with grown up people. Theirs' is a different world altogether. We analyze regularly that incidents of huge importance, that may have far-reaching consequences on the future of those children, have no significance for them. On the contrary, they seem to enjoy the incidents like any other day. If fire breaks out in the house, or there is robbery, or some important family member dies, there are chances that seeing other people grieve, they too may look sad, but this is outwardly expression. They are usually more interested in seeing the drama unfold that takes place due to assembly of relatives, friends, family members, neighbours and arrival of other children with the mourners. Just by studying the behaviour of children on such occasions, you will clearly realize that they don't really feel much on such occasions. Given an opportunity, they will continue to play the same way they do on any normal day. To be true, they are bound by their nature.

The child is a rational and sane individual. He has numerous capabilities. He also has aspirations and dreams and has some hobbies and fondness. He also has different style of learning and customization, getting involved in learning and education, memorization and recollection. He has to pass through different stages of life before he attains adulthood and enter the world of elders. There are some important characteristics of all the stages in life and these characteristics have some important features. Efforts regarding their education and training will bear fruits only

when we have necessary knowledge about them and keep them in mind while treating them.

Children have multiple natural capabilities, instincts and connature. They develop other capabilities based on the foundation of these traits and others developed by them and others surrounding them. The qualities that the man is born with are called natural qualities, innate of inherited traits and these are totally God-gifted. A man, his parents or teachers have no role at all in acquisition of these capabilities. No one can cause any increase or decrease in these traits. Human efforts can only help them improve or assist in putting on a certain course.

The basic objective of education is to develop those natural traits, enhance and embellish them and put them on right course. And to correct the course if these natural traits have been put on the wrong path.

While there are innumerable gifts from Allah, we need to understand the following natural traits and qualities of children in short to guide them in better way.

1- Reflexes
2- Instincts
3- Capacity

1-Reflexes

Allah has provided us with dozens of capabilities that come to our rescue at times of crisis and emergencies. These capabilities come into play only during emergencies or crisis. Due to these capabilities, we are able to commit several useful acts that have nothing to do with our resolve or conscience. This includes sneezing, coughing, spitting cough or spit saliva, winking, trembling, vomiting, getting angry, shivering, smiling, crying and releasing moisture from body etc.

Important aspects of reflexive powers

The reflective actions that are caused by the above mentioned natural abilities can have the following features:

These happen all in a sudden.

They have a similar and set tendency.

They happen unwittingly.

They are not predetermined.

They can happen anytime.

They are local, as its impact is limited to one particular body part.

They are unchanged.

2-Instincts

These are those natural instincts or innate tendencies that help us undertake many tasks without having prior training or instruction. These tendencies tend to create a certain feeling under some occasional movement. Such tendencies prompt the whole body to undertake certain and definite action. This include natural search for food when someone feels hungry, seeking escape route when confronted by some danger, fighting an enemy, being curious to know information while coming across something new. How an instinct will express itself depends on environment and setting. Every child wants to speak, but which language he will eventually speak depends on the local settings. He will certainly follow and speak the language he listens in his surroundings.

Instinctive actions are more complicated than reflexive actions.

Some realization and experience play an important role in instinctive actions.

It involves the whole body.

These can be implemented in many different ways.

There can be some slight change and improvement through education and training.

3-Capacity

Those natural capabilities where intelligence, wisdom, decision and insight play major roles. This may include managerial qualities, natural inclination to a certain subject, art or for that matter leadership qualities. As these qualities are related to both intelligence and experience and training, there is a huge scope of improvement and change. Therefore the level and scope of such qualities differ from man to man.

Reflexes and training

As reflexive actions take place in a predetermined way, there is no chance of change or modification. Decisions or intelligence too cannot play any role in such actions. Therefore, in such manner there can be no scope of order or restraint. Nonetheless, we should give some attention to them from two aspects:

A- There are several reflexes that are felt before actually taking place. These include coughing, sneezing, yawning, gaping and spitting etc. Regarding these reflexes, children should be accustomed to follow the given aspects:

- They should put handkerchief on their faces while sneezing, yawning or coughing.
- They should avoid gulping saliva or phlegm down the throat. This is uncivilized habit.
- If they need to spit or blow their noses, they should do it in a corner. Spreading it everywhere is not good.
- They should control coughing or yawning during prayers or while sitting in a congregation. Even while doing so, they shouldn't cough in high voice or open their mouths very broadly.

They should always say *Alhamdulillah* after sneezing and *La haula wala quwwata illa billah* after yawning.

When someone says Alhamdulillah after sneezing, they should respond by saying *Yarhamukallah.*

B. The other aspect is related to conditioning of reflexes. Sometimes reflexive or impulsive actions happen without any real factor. Thus reflexive actions start taking place due to false reflexes too. These are called conditional or co-related reflexes.

Rationale behind it

Every individual has to confront innumerable experiences and experiments on a daily basis. Some of these experiences tend to be memorable while others leave a bad taste in the mouth, while some are beneficial and others are harmful. Instinctive and reflexive actions are usually molded by these experiments. If there are some incidents involving certain people, environment or local setting, then similar incidents start happening automatically if kids confront the same setting. Darkness in itself is nothing to fear. Nonetheless, if a poisonous bug stings a young child amidst darkness or sustains injury, he will start fearing the darkness, even if the harmful factor is absent from the place.

For an infant, there is nothing more desirable than the bosom of mother. Nonetheless, when the mother applies some bitter and astringent material to force him give up breastfeeding and the child feels its bitter taste as soon as he sucks it, he not just stops sucking, but develops aversion towards it. Young kids immensely love their pets. They want to play and spend time with them. Even if they are crying due to some reason or the other, they forget everything and start smiling as soon as they are brought close to their pets. However, if a child has been stung by a parrot or has been chased by a dog, or has been woken up in the dead of night by fearful sounds of two fighting cats, starts fearing them. He will be frightened as soon as he sees these creatures.

If a child has failed some sporting competition, he will start perspiring heavily as soon as he enters the field. A child, who has failed an exam, develops a sort of aversion and hatred for exam, while the one who has done well in a competition or exam tends to welcome them.

A young kid is given a beautiful toy. Nonetheless, when it hears terrible voices coming behind the toy, he starts fearing it. When the same exercise is repeated time and again, he starts experiencing dread and fright when brought face to face with a beautiful toy even without the accompanying dreadful voices. Nonetheless, when the fearsome sounds are completely stopped, and the child is given the same toy along with some sweets that he loves, he stops feeling aversion towards the toy.

Another kid is taught holy Qur'an with utmost kindness and compassion. The copy of the Qur'an that he is provided is written on beautiful art paper and is exceptionally printed. It is kept in a beautiful box. Whenever the child opens Qur'an and recites it, he is commended by elders and appreciated. When he comes across these same beautiful experiences regularly, he develops a natural love and affinity towards Qur'an and he wants to read it very often. On the contrary, if the experience is reverse, he will start fearing the sight of Qur'an and will not read it without being forced.

A student is always scolded and even physically punished in mathematics. Slowly he develops aversion and hatred towards the subject. This is due to the fact that very sour experiences are associated with the said subject. A teacher behaves very kindly and benevolently with his students. He provides them with ample opportunities to play and enjoy along with studies and learning. If sometimes he has to act tough with them, like loving parents, he compensates it with his kindness soon after. This is the reason that students become concerned for him when he falls ill. They also visit him, enquire about his health and pray for him. If the teacher gets late after annual

leave, they feel anxious and write letters to him asking him as to when he is coming. On the contrary, if a teacher regularly scolds, rebukes, yells at students and even gives them corporal punishment, doesn't provide them opportunities to enjoy, students starts fearing from mere sight of him. They also curse him in his absence and when he falls ill, students start rumouring that he has died. Such rumours become so strong that some pupils even believe the rumour and visit his home to mourn his death. This is expression of hatred that has been caused by the unjustifiable and inexcusable behaviour of the teacher towards students. You can expect what sort of impression students will accept from such teacher whose mere sight made them loathsome.

Prevarication, fabrication of truth, stealing, kindness, compassion, meanness, malice, forbearance, self-control, affinity towards a subject or hatred towards it, affection or hatred towards someone, fear from dog, cat or darkness, kindness or cruelty towards animals, diligent in education or abhorrence towards it are actually conditioning of reflexes that may continue to happen throughout one's life.

Aspects that need attention

The conditioning of reflexes in the localized surroundings and settings have far reaching impact on children's character and personality. Some bitter experiences in the early age get embedded in minds in such a way that they can never be erased. Even the chance encounter with the people, places or the settings where they had such fearsome experiences can bring back the same condition that they had suffered in the first or subsequent encounters. This may include anger, irritation, fear, aversion, love and empathy etc. This is altogether a different question if these emotional conditions are right or wrong, beneficial, necessary or even harmful. Besides, following are some important aspects that should always be kept in mind regarding conditioning of reflexes:

- Parents should make a conscious effort to attach good experiments and memories with children regarding training and habituation of children when it comes to moral character and good habits. This way, the kids will start feeling good while doing and will try to repeat those good acts over and over again. This way they will have an impressive personality and good moral character.
- If it is not possible to have good arrangement at home, students should be admitted in a good school.
- Initial education of students should be provided in very positive and caring environment. Students should be provided education through assistance of aids and hobbies that interest kids naturally. This will create love and interest in the hearts of students in studies and even serious subjects.
- If students are unable to understand something, parents or teachers should never get infuriated or punish them. Otherwise, there is a real fear that kids will develop aversion towards those subjects. Teachers should use affection and consistency to clear the doubts in children's minds.
- Due to ignorance or lack of care, some unwanted reflexive habits take root among children. So, if they start fearing or hating their parents or teachers due to their ill-treatment or if they scared of dogs, cats, darkness or develop aversion to some particular subjects, there should be an effort to remove such fears by associating them with good memories. To remove hate and rebellion from the minds of children, teachers and parents should ensure to compensate it with love, affection and kindness towards them. If students develop dislike and repugnance to some subjects, efforts should be made to make them easy with the help of models, pictures, charts and other aids. If, consequent to these efforts, teachers find even slight improvement among kids, they should appreciate and

encourage them to work harder. If they fear darkness, they should put sweets or chocolates there and ask kids to bring the stuff. To remove the bad memories from the minds of children, efforts should be made to associate good memories with them instead. There is every hope that they will overcome their fears and aversion if these remedial steps are taken in the childhood. Otherwise such issues may keep the personality bogged down and may make them a laughing stock for the rest of their lives.

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Chapter 9

Instincts and Emotions

Every child is born on the nature of Islam. (Hadith)

Humans are the viceroys of Allah on earth. Consequently, three types of responsibilities are imposed upon them. These include 1) individual, 2) familial and 3) collective or social.

In accordance with the above mentioned responsibilities, Allah has naturally endowed humans with different capabilities and traits. Instincts make an important part of these capabilities.

Instincts are those natural interests or fundamental interests that are stimulants behind all our activities. These instincts also play a major role behind our achievements and accomplishments and assist us in providing safety, security and survival of our families and civilization. Therefore we can divide instincts in the following three groups:

- Those instincts that are related to oneself, including the safety of a person's life and excellent functioning of the body. This includes the search, accumulation, growth, curiosity, inquisitiveness, rebellion and escape etc.
- Related to family: Including the survival and existence of family including sexual and paternal.
- Related to society: Those instincts that force humans to live a social and collective life. This includes social instincts like self grandiose, self modesty, influence, sympathy, empathy, imitation and investiture.

Important features of instincts

Instincts have the following features. And we need to keep them in mind while imparting education and training. By ignoring those crucial features, there can be long term impact on the balanced growth of children.

1-All encompassing:

These instincts are universal and are found in all humans. These are not limited to a certain community, person or family. With some difference of intensity, it is found among different people. Some instinct may be higher in a person and lower in some other. Similarly, there may be differences in their applications and paths. A person uses his instincts according to his surroundings, environment, experiences, understanding and wisdom in a certain manner, while the other takes a diametrically different route despite having living in similar surroundings and settings. This may be the reason for such a huge difference in character and personalities between people.

2-Instincts are natural and come with the birth:

While instincts can be natural and come with the birth, they don't become visible suddenly. On the contrary, they emerge slowly and naturally with the passage of time. Initially those instincts start functioning, which are related to personal life of a kid. The first of those that become functional are his quest to search for food. Since birth, a child starts searching for his food and then slowly other instincts start developing. This includes holding, creeping, sitting, standing etc. Slowly and gradually, he starts showing the signs of other instincts including curiosity, escape, flight, warring, construction and accumulation.

Later social instincts start taking shape. In the beginning of adulthood, the signs of sexual instinct become visible. Last to come into play is parental instinct. Similarly an instinct is on an upswing at a particular stage in life,

while in another phase of life, its power goes down substantially. In childhood, curiosity is at its highest and sexual instinct is highest in the initial part of the youth. All these factors should be kept in mind in teaching and training the students. Right guidance should be provided to direct and educate about the instincts when it is showing the signs of growth. Discussing about them prior to the right time or providing no guidance when the time comes are immensely harmful for the child.

3-Not ignited without stimulant

Instincts are not ignited without an apparent external cause or reason. On the contrary a stimulus is needed to ignite the instinct. Fighting instinct will come into play only when someone challenges the person. Similarly if there is something worth curiosity and novelty, only then someone will feel curious about it. It is also possible that at times instead of the actual factor, only its image becomes a stimulant.

4-Instincts are weakened due to lack of use

Instincts are weakened or even die slow death if not used and embellished at the time of their appearance or advent. This means that the reason for which the nature had gifted this special instinct is also seriously affected. The example of feral children is a good point to mention here. They didn't have any model to follow when it came to talking, sitting, standing, or walking. Consequently they couldn't learn these 'natural' instincts despite lifelong efforts. On the contrary, every child is able to learn all these traits naturally by following his parents without actually making any serious effort to learn. Therefore consistent effort is needed to direct these instincts to useful application in life instead of ignoring or trampling them.

5-Feeling of happiness or agony when it is fulfilled or neglected

If natural instincts are fulfilled, the person feels happiness, satisfaction, joy and fulfillment. On the contrary, if there is barrier, hindrance or hurdle and these instincts are not fulfilled, the person becomes sad, heartbroken and distressed. Therefore efforts should be made towards fulfillment of these instincts in lawful limits, otherwise it will have detrimental consequences on the personalities of children.

6-Instincts are elastic and can be changed with education, training

When compared to animals, human instincts are very elastic and adaptable. Experiences, guidance, imitation and deliberation can have huge impact on the manifestation and appearance of these instincts. Innumerable ways are available for searching livelihood in our society, though the same instinct is the driving force behind it. And that is search for food. Due to this feature, human is able to benefit substantially more from education and training than animals. Honeybee without doubt is able to construct her home very beautifully and balanced. Nonetheless in every circumstance it can make her home the same way. On the other hand, human uses his instincts of architecture in many different and diverse ways. From a small hut to imposing skyscrapers, mammoth machines, and massive factories are manifestation of human's capabilities. In making humans the founders of great civilization, the ability to train and mould his instincts play a major role.

Instincts and emotions

Emotions are those powerful positive or negative expressions that are enough to create excitement in our hearts and minds. The actions that happen under the influence of those emotions have not much to do with

intelligence or wisdom. These include anger, fear, excitement, exhilaration, amazement, pain, pride and vanity etc.

Instincts and emotions are very closely inter-linked. Every instinct is directly related to some or the other emotion. When someone confronts a particular situation, and there is a stimulus that awakens the instinct, there is a particular emotion with the situation. This includes the following:

1- Instinct of curiosity is associated with emotions like wonder and incredulity.
2- Instinct of warring is associated with emotions like anger, rage and wonder.
3- Instinct of running away is associated with emotions like fear.
4- Instinct of accumulation is associated with emotion of ownership.
5- Instinct of designing is associated with emotion of creation.
6- Instinct of sex is associated with emotion of carnal desires.
7- Instinct of parenting comes with emotions like affection and kindness
8- Instinct of laughter is associated with emotions like happiness and joy.
9- Instinct of search for food comes with emotions like appetite and hunger.
10- Instinct of self grandiose is associated with pride, snobbism and vanity.
11- Instinct of modesty comes with emotions like submissiveness and obedience.
12- Instinct of communion comes with emotions like loneliness and isolation.

13- Instinct of weariness and disillusionment are accompanied with emotions like hate, abhorrence and loathing.

Instincts and emotions are usually so much closely intertwined with each other that one seems to be cause and the other effect or both seem to be effects of the same cause. Many a times, we cannot actually differentiate between different instincts and emotions and sometimes in common parlance similar words are used to describe both. For example, we can call anger, envy, malice, love, hatred and fear etc both instincts and emotions.

Important features of emotions

Emotions have following features:

1- Emotions destroy the mental balance and don't leave a person capable to make an informed decision after analyzing both pros and cons. Therefore, under emotional stress, people commit mistakes that they feel ashamed of and remorseful later.

2- They cause physical stress. When we get emotionally excited, our body stops functioning normally and start behaving strangely or rather in odd fashion. Increased heartbeat, perspiration, excreting different sorts of body moistures, developing goose bumps, shuddering, trembling, redness on face etc. Overall, a special sort of condition envelops the whole body. Every system of the body including digestive system and blood circulation too gets badly affected. This is the reason that emotional people are usually in bad physical shape. It is this reason that people are asked not to eat food when in rage or very high anger. On the contrary, having food with friends or family in harmony and peace is a joyous experience that not just feels good but is easily digested as well.

3- The nature of emotions depends to a large extent on individual, personal and lived experiences. Similar incidents impact different people differently. A death in a family may have diametrically different emotional impact on his wife, children, friends and foes. The emotional impact, its condition and longevity also differ substantially. To be true, even on a single person, there is huge difference in terms of emotional impact depending upon condition and background. Similarly, the true emotional impact can be felt only by the person suffering from it. Others cannot measure it correctly. Many people who try to measure the impact from outward expression of a person tend to err and miscomprehend it.

4- Emotions tend to be infectious. The condition of a person from some emotional impact or loss tends to impact others too. If someone is crying and is inconsolable, others too start feeling an urge to cry. Similarly, when in the company of jovial, cheerful and good-humoured people, everyone starts feeling cheery and buoyant.

5- People can get provoked even on flimsy grounds. And the provocation can go to extreme levels. Small differences on money can turn into fights. Small arguments can lead to stabbing and even death and inconsequential differences can lead to termination of familial relations for the rest of life. This can be observed on a daily basis.

6- Emotions, when remain for a very long period of time tend to transform into mood. When two people become angry, they tend to fight on even flimsy grounds. On the other hand, when they are angry on something even insignificant, they tend to fight others too. The same people when they are happy tend to control their anger even when they hate something.

7- Emotions have the capability to change the course. Those kids, who at a certain point of time fight each other or taunt them, turn out to become good friends at some later stage. Their taunts and fights are also due to their deep ties. Siblings' fight among them is due to the deep love and affection that brothers and sisters have for each other.

8- Emotions are all encompassing and can impact anyone. Emotions make anyone furious including children, youth and even old ones. Nonetheless, these emotions are very strong among kids and youth. Sometimes their emotions are so strong that they start shouting or even wallow on the dust. But such conditions are usually temporary and they calm down soon. Almost everyone would have observed crying faces with traces of smile. Strong emotions can lead many youths to commit suicide irrespective of the consequences.

9- Temperaments play a prominent role in fomenting emotions. Compared to people of phlegmatic temperament, people with blood temperament are enraged rather easily. People with melancholic temperament are very sensitive or rather hypersensitive and bear everything with them. On the other hand, people of bilious temperament cannot control their emotions and are easily disheartened and dispirited. This is because of the fact that the chemical changes that these different types of temperaments cause in the body ignite these emotions. Sometimes due to their intervention, these emotions cross every limit.

10- If a condition continues to happen with periodic occurrence, then people become habitual. If someone is taunted regularly, he becomes easily annoyed. People confronting repeated failures make people pessimist, while repeated successes make people optimist. If someone is repeatedly humiliated over a period of time, he develops inferiority complex. On the other hand, if someone is pampered, praised and

commended very often, he develops superiority complex. Our behaviours, manners, thoughts and inclinations are born out of such settings.

Importance of instincts and emotions

Instincts and emotions play important roles in our lives. These form the basis of our personality, fountainhead of our character, stimulant of our actions and treasures of our habits and preferences. In the battlefield, these are instruments, appliances and stock of arms and ammunitions. These are the right sort of arms and ammunitions for brave men in their struggle for life. If these are applied and used correctly, then these are capable of transforming people into crusaders in the way of Allah. Otherwise, these can turn people into oppressors, tormentors, killers and robbers. If these instincts and emotions are directed rightly, then they can turn people into pious slaves of Allah on earth, His true viceroy, truly the best creatures on earth and ensure the success in this life and the life Hereafter. On the contrary, if these deviate, they are capable to make man worse than beast and earn disgrace and ignominy not just in this life, but also in the life Hereafter. If these instincts and emotions are in moderation, they are called good character and embellish the personality. And if they exceed from moderate level, they are called bad habits and destroy the image of the concerned person. One or the other among the following instincts and emotions is at play, but different expressions of these emotions/ instincts have very contradictory consequences:

1- Love –Lust
2- Freedom –Lawlessness
3- Precaution –Fear or Cowardice
4- Generosity and Harmony –Indiscipline and Chaos
5- Power and Energy –Oppression, Terror

6- Deliberation and Reflection –Hopelessness and Despair
7- Frugal and Parsimonious – Niggardliness and Miser
8- Self Confidence –Showing off
9- Respect and reverence –Sycophancy
10- Courage and Boldness –Improvidence and Temerity
11- Education –Fast impact
12 - Belief and Faith—Superstition and Credulity

Important Points

Following aspects are significantly important regarding emotions:

- Teachers and parents need to maintain very affable and friendly behaviour with children. If sometime, a necessity arises to scold or punish them, then they should compensate it with exemplary good behaviour.
- Try to exhort siblings, classmates and friends to treat each other with kindness, compassion and helpfulness. Whenever there is some dispute between children, elders should ensure truce between them. This way, emotional bond of children with parents, teachers, siblings, friends, classmates, schools and homes can be strengthened. This bond helps strengthen bond relationship and maintain it for a very long time.
- Ill-treatment, cruelty and neglect create emotions like hatred, detestation and animosity among children and lead them to rebellion. Sometimes their consequences are fatal. Children from religious families turn irreligious, communist siding with the enemies of religion and Allah, girls from respectable and highly regarded families commit suicide, run away from homes or even resort to prostitution, are usually implications of ill-treatment or neglect. Therefore, it is

very important to give attention to normalization of relations.

- To provide impetus to connoisseurship and interest in fine arts, it is of paramount importance to make the environment and setting of homes and schools as much beautiful, attractive and pleasing as possible. Should give homes good setting, and keep etiquette in conversation, and decency in treatment. Good manners should always be ensured and decorum should be maintained at any cost. Students should be provided with training in art, craft, handicraft and gardening.
- To inculcate good habits and create lofty ideals and imaginations, help should be taken from biographies of successful people, reformative stories and literary masterpieces.
- Make concerted efforts to attach memorable experiences with educational activities and even homely chores. Appreciate their efforts and praise them for securing high grades. Teachers should also try to give high marks to students on their efforts as these things tend to keep students' interests and attention alive. These things also prompt them to work harder and save them from loss of interest, monotony and boredom.
- Every effort should be made to create a sort of emotional bond with Qur'an and mosque. Effort should be made to provide Quranic education in pleasant atmosphere. The copy of the Qur'an that is provided to them should be of good quality and must be nicely bound and printed and should be kept in a beautiful wrapper. It should be lifted and kept with utmost care. Force shouldn't be used and punishment is avoided at all cost for Quranic education. Love and affection, approval and appreciation should be applied while providing guidance in the matter of religion and Quran. Quranic education shouldn't be made to look like a burden on students, otherwise instead of

developing an emotional bond with it, students will develop antipathy and hatred towards it.

- Mosques should be kept clean, charming and attractive. Their environment should be serene, tranquil and calm. Elders should always keep the etiquette of the mosque in mind. While very young kids shouldn't be taken to mosques, when they turn five or six, they should be taken there occasionally keeping in mind the necessities of cleanliness. The worshippers shouldn't get annoyed over the arrival of children there. On the contrary, they should welcome it with open hearts. Kids shouldn't be scolded or reproached for small mistakes. If elders keep the etiquette of mosque in mind and observe them themselves, there is no reason that kids will not follow them. They will gradually start following etiquette effortlessly in due course. Many a time, kids are yelled at and scolded harshly by some elderly people in mosques, creating subconscious hatred for the place in their minds. Such bad memories have adverse impact on the minds of young souls and may have long term implications.
- As students grow, they should be told about Allah, Prophet Muhammad (pbuh), benevolence of prophets on humankind, the yeomen services rendered by the Companions of the Prophet, past reformers, renowned Muslim personalities of the past and enormous services rendered by Muslim charitable and other institutions. These should be done to create affinity, love and emotional bond with them. This attraction and affinity will also create love and affection for truth and Islamic beliefs and create hatred and detestation for dishonesty, deceit and polytheism. This will guide them amidst darkness and taking wrong routes and propel them to serve religion, community and the humanity.

- Children shouldn't be disturbed when they are involved in some activities they love or when they are having fun. On the contrary, they should be provided with ample opportunities to take lawful route and satisfy their legitimate hobbies and leisure. Cautious and guarded approach should be used to stop them from taking to undesired activities.
- Opportunities should also be provided to kids to participate in programmes and social gatherings organized at home, school or at homes of relatives and to express their feelings. They should be allowed to express their happiness at the arrival of guests and at the time of providing hospitality and refreshment. This will have good impact on children and they will find a way to express their good emotions and have emotional connection with relatives and family members.
- If their emotions take a wrong route, efforts should be made to find out its genesis and true reasons behind it and try to remove them. This will ensure that they will not have such reasons in the future. If it has anything to do with ill-health of children, then it should be ensured that they get the best possible medication. On the contrary, if it can be solved with mild punishment, then it should be done and efforts must be made to compensate this punishment with good behaviour, encouragement, love and affection.

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Chapter 10

Different Stages of Growth

Children reach adulthood gradually. They have to pass through numerous stages in this process. All these stages have their unique features. These special characteristics and aspects must be kept in mind in the process of their education and training. Without keeping them in mind, the efforts will not bear fruits. On the contrary, these efforts not only go in vain, but also have opposite and contradictory result, despite all out efforts.

Different stages

Children have to pass through several stages, both mental and physical, to reach adulthood. These include the following:

1- Infancy – Till 5 years from birth
2- Childhood –From 6 to 9 years
3- Boyhood– It begins from 10 years and lasts till 12 or 13 years of age
4- Teenage –Begins at 13 years and lasts till the child turns 18.

Environment, surroundings and social settings play a major role in a child's growth. These periods of development may differ slightly from child to child. Thus, children gradually enter from one stage to the other. The length of the aforementioned stages is just an estimation, though every child passes through all the above stages.

Infancy (from birth till 5 years of age)

This stage is very important from many aspects. Whatever the kids learn from their parents or from the family atmosphere, remains etched in their minds the entire life. Due to this reason, the stage is as important as the foundation in a building. Kids learn all the basic etiquette including eating, drinking, walking, sitting, interacting, talking, wearing and many other things at this very age. Emotions like love, hate, fear, bravery, heat, cold, comfort, discomfort are also experienced during the very same stage.

This is very important stage from the perspective of physical growth as well. The first few years of infancy can get some physical ailments that cannot be cured for the rest of the life. If abilities like vision and speech are impacted, these can never be rectified. Such deficiencies not just impact the body, but impact mental growth very adversely too.

The rate of physical growth during this period is also very fast. This is more so at the time of breastfeeding. When the child is around four and half years old, he attains half the height of his full length in his youth.

Important features

Important features of this stage can be described in following words:

1-The child is physically and mentally very weak at this stage. He is totally dependent on elders for all his tasks, this is more so in case of those occasions when the child is hungry or fearful. The initial two years are spent in feeding the child and for him his mother's lap is the only real refuge. After this period of infancy when the breastfeeding is over, he remains completely attached to his mother and his home. The truth is that the love, care, empathy, compassion, understanding the dedication that the child needs cannot be provided except by his mother and other family members. The kids who are deprived of love and

affection of their home, are deprived of natural human emotions. Therefore it is of paramount importance to improve the atmosphere at home to provide best guidance to the children. Until there is no way out, this responsibility should not be unnecessarily imposed on the teachers of pre-nursery schools. And if given this responsibility, teachers of such young kids should endeavour to be the best possible substitute of parents when it comes to affection, care, warmth and friendliness. They should try their best to provide an atmosphere in such schools where kids don't feel lost. Some people make conscious effort to start formal enrolment of kids in school at very early age. This is detrimental for kids' physical and mental growth. Children shouldn't be admitted in formal schools before attaining five or six years of age. [1]

2-Children at this stage are hungry for uninterrupted and undisputed love and affection. They want to be loved for what they are and not for their qualities or their attributes and that the love must be undivided, unbroken and exclusive. This is the reason that at times there seems to be a sort of threat of jealousy making way in their unpolluted minds. This is the reason that kids should be loved and adored to keep their confidence level high. All children should be loved equally so not to give impression that one is being preferred while the other is being ignored. More importantly, it should be ensured that the feeling of jealousy is not felt at the arrival of new member of the family.

3-Children at this age are usually completely free and violent. Their emotions are usually very strong though also easily pliable. This is the reason that a child of this age who is extremely angry starts smiling and laughing as soon as something positive happens. He starts crying loudly and even reacts violently at the spur of the moment. He is also pacified very easily if someone tries to placate him. Among

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[1] This can be changed according to school rules. (Translator)

kids of this age alone, we can see tears rolling down from misty eyes with wide grin on the face. There is no denying that all of us experience such spectacle, almost on a daily basis. Tough attitude towards children and unwanted domination and coercion is bad for growth among kids and their development it can also create hypocrisy and deceitful attitude in the kids. Therefore it is advisable that their tantrums are borne with dexterity and patience. If you find them in their emotive best, try to divert their attention to something else. Love is the best remedy in this regard. Scolding them or handing them physical punishment is not advisable in any situation. If tackled tactfully and considerately, kids will be controlled without much of an effort.

4- At this age, a child is under extreme pressure of emotions and instincts. He wants all his desires and wishes to be fulfilled without any delay. If there are impediments in their fulfillment, he becomes adamant and stubborn. The best thing about a child of this age is that he lives in the present and doesn't care a bit about the future. From the perspective of life, this is the best course that he should choose. Thus, we should always give him room in this regard. He should be trained slowly and gradually to control his emotions and instincts. With the passage of time and also experience, the thoughts and self-confidence also goes up and till then it happens naturally, it cannot be overcome. So there should be no urgency in this regard.

5- The child is very playful and lighthearted at this stage. All he has to do is to eat, play, sleep and cry. All the time either he is creating or destroying something. He wants to play with his toys all alone and wants to get involved in those sports where he has no competition from any quarter. He usually runs away from competitive games, fearing loss. In such cases, he should be taught the basics of some games, provided with beautiful and attractive toys and whatever needs to be taught, should be taught while playing.

6- He seems to love his own self more than anything else, and so seems very selfish or self seeking. This is natural human instinct of this age and very essential for proper growth of children. He shouldn't be scolded for being self centered or selfish. He shouldn't be expected to show high moral grounds at this young age. Elders are expected to share with him from their own part and if the child gives very tiny part from his share, he should be appreciated for giving this disproportionate share. Gradually, and in due course, he will learn to sacrifice for others.

7-At this age, child is fond of talking a lot and discussing everything under the sun. They shouldn't be rebuked on being too much inquisitive. Being inquisitive is the sign of a healthy mind. Kids learn a lot while talking and whiling away their time in such fashion. Every effort should be made to answer their questions in reasonable fashion and to their satisfaction. They should also be prompted to pose more and question more.

8- Imitates and follows different actions, sounds and actions unintentionally. He imitates and follows other without even giving a thought. Everything good or bad that he hears, or comes across is imitated by him. Elders must make conscious efforts to present good example before him through their deeds and actions so that he has something real example to follow and keep the surroundings virtuous and pious. Through the games of imitation and mock drills, kids should be taught the etiquette of proper eating, sleeping, drinking and mingling with relatives and others. Another aspect where this imitation can be beneficially and constructively used is with regards to proper pronunciation and accent. But all this teaching and learning should be through informal route alone and it shouldn't be forced down his throat. He should also be allowed to imitate the sounds of birds and animals. He feels very excited and elated while doing this. Nevertheless, efforts should not be made to imitate somebody's faults, flaws, or imperfections.

9- As the kid cannot differentiate between possibilities and impossibilities due to his lack of knowledge and recognition, his imaginative instincts are on top. He takes stories of ghosts, spirits, specters, idols, animals and birds as true and believes in them without ever questioning. This is the reason that such stories can create illusion, delusion and hallucination in his young minds. These should be completely avoided at all costs. On the contrary, stories of prophets, particularly the stories of their miracles should be taught with the assistance of such abilities. He should be given moral and emotional education with the aid of such useful abilities.

10- Kids are exceptionally fond of attractive colours, amazing actions and sweets. They are naturally inclined to get attracted to all of them. Efforts should be made to provide them with attractive, moving products that also make beautiful sounds, besides of course toys made of wood and plastic. Even in products of daily use, an effort should be made to bring products that are attractive and in striking colours. These products shouldn't be essentially very pricey. But attractive colours should be sure preference. If children's preferences are not kept in mind and fulfilled, there is a sort of fear that it may impede their personality even after growing up. There is also a sort of fear that the kid may retain the childish colour preference that could have been satisfied in his infancy, had he been allowed some preference in this regard. This is due to the fact that his demands were not satisfied at the natural age to allow his growth in this regard. Therefore, despite the physical growth, mental development stops and till his childlike needs and demands are fulfilled, it doesn't grow properly.

11- There is extreme form of curiosity in the minds of young kids of this age. He wants to touch, use, feel and gather information about everything surrounding him. He should be given enough opportunities to experiment and observe. To provide him enough opportunities regarding

close by available fruits, vegetables, fauna, flora, birds and animals, kids should be taken along and provided with information regarding some easily observable features. Nonetheless, the health of kid's five senses should be ascertained first so he has better understanding of things.

12- The instinct of construction is at its best at this age. They continue to build and destroy all the time. Nevertheless, they differentiate very little in building and destroying. To them, just changing the appearance of something is construction, whether it improves things or destroys them. They should be provided all sorts of toys made of clay, paper, board and plastic and allowed opportunities to manufacture and dismantle them to gain expertise in it. Therefore they try to gain synergy between hand, mind and brain and work simultaneously with the trio.

13- He is fond of collecting 'antiques' in his pocket. However, this enthusiasm for collection of 'antiques' is very primitive and of very low level. Just analyze the contents of a five year old kid's pocket. You will find torn papers, clay, seeds of tamarind and different fruits, broken pieces of colourful wares etc. The urge to accumulate and possess is natural and must be respected. It shouldn't be trampled upon. He should have a little space of his own where he is able to keep his possessions as per his desires. Slowly he will show signs of nattiness and learn to keep his things in order. He carries all his possessions in his pocket due to lack of a safe and secure space of his own.

14- He doesn't feel comfortable meeting and interacting with strangers. Many a time, he also shows extreme reluctance in making new friends. Nonetheless, if he is talked personally and his toys, clothes and other possessions are praised, he opens up and becomes frank and friendly in no time. When the cloak of strangeness disappears, he starts talking openly and discusses everything that he confronts without any sign of hesitation.

15- He wants to repeat everything that he hears or learns. Therefore he should be provided with ample opportunities to repeat the stories, fables, or after being taught something or the other. He loves those stories or fables where small sentences of some sorts are repeated time and again.

16- Due to apparent lack of vocabulary besides the lack of his control over expression, he cannot express his desires and sentiments clearly. Thus, you should try your best to understand his signs and find out his needs, demands, illness or other troubles. His physical progress or lack of it, besides his emotional and mental progress should be analyzed and corrective measures should be taken.

17-He doesn't like interference in some particular works and wants to do them himself. He wants to wear his shoes, clothes himself. Besides he wants to wash his hands and mouths on his own and tries his best to cleanse himself after going to toilet. These are very healthy signs and allow him maximum leverage in this regard and instead of interference, guide him properly as to how to do them. This will allow him to become independent in these aspects and he will not need elders to assist him in such small matters. As he doesn't have full control on his limbs and body, many a times, the products that he lifts in his hands fall and even break into small pieces. He shouldn't be scolded or punished, otherwise his self confidence will evaporate in thin air. The child himself feels sorry on such occasions and if he is very young, he will accuse the product for falling off his hands before reaching his mouth. On such occasions he should be comforted and consoled.

18- He loves to hog limelight and attract everyone towards him. If there is no opportunity to do it, he even goes to do extent of doing inappropriate actions to hog the limelight. He would cry loudly, piss or even excrete inappropriately on bed. He may even beat up younger

siblings to gain attention. Therefore allow him enough opportunities to hog limelight. Praise him in front of others and if he has learnt some rhymes or other things, ask him to recite in front of others.

19- Fears darkness and distilled terrible sounds. They also fear of falling down. Therefore kids shouldn't be terrorized. Neither parents nor others should show signs of fear. If you fear something, the kids will also fear those things naturally.

Childhood (6 to 9 years)

This period of the child's life is also very important from the perspective of physical growth and progress. While the rate of physical growth is not as fast as in the previous stage of his life, nonetheless it is still significant. The kid is not confined to the four walls of his house, but starts going out of the house and making new friends. Physically and mentally, he is now somewhat able to take care of his own and is no longer dependent on his elders as he was before. He can cleanse himself, tidy himself, can wear his pants and knickers, understand the conversation and make others understand his needs. If he is in the company of his friends and relatives, he can stay in their company without his parents for many hours without worrying about them. Now it becomes essential to put him in a proper school for providing education.

The following are important features of this age and we need to keep these features in mind:

1-Fun and frolicking increases manifold among kids of this age. They are eager to make new and newer friends in their school, neighbourhood and are fond of playing with them. Their attention and attachment towards their family members starts going down. Their main concern becomes getting attention and respect of their friends. All these inclinations and predilections are useful. They should be given opportunities for growth and there is no need to

impose too many restrictions and curbs on them. If the kids are denied opportunities to play and frolic with other children of their age, several aspects of their personalities may be impacted badly. Nonetheless, we should keep a close watch on their friends. They should also be invited occasionally to home and kids should be given opportunity to host their friends. This increases the standing of kids in the eyes of their friends and buddies and positively impacts their friends too.

2- There is significant increase in their curiosity and inquisitiveness about their surroundings and environs. As the playing field of the children gets broader, the area of their experiences and observation broadens too. They start questioning and quizzing and speaks a lot. They should be taken occasionally for picnic and educational tours to give them opportunities to observe and examine. They should be given opportunities to experiment. Children should be provided with satisfactory answers to their questions and queries and should be prompted to continue quizzing and their questioning. Occasionally, they should be posed questions and should be invited for discussion.

3-There is an increasing discipline in their games. Kids start following the rules and regulations of particular games, therefore become ready to follow the regulations against their unfettered freedom that was visible in their infancy. This should be positively directed to follow the etiquette of social life and inculcate good habits among children.

4-There is an increased sense of loyalty towards family and school. Children start to feel attachment with their schools and families and start feeling their responsibilities towards them. They cannot stand any criticism of the two. They respect their teachers from the deepest parts of their hearts and cannot bear any insult hurled at them. Therefore, children should be given ample opportunities to feel important, loved and respected at both the places. They should also be provided some avenues to bear small

responsibilities. This will create a sense of responsibility among them and train them in collaborating with others. Children should be provided some responsibilities whenever guests are invited and some small parties are thrown.

5- There is a sort of discipline in their memory. Though they can still learn by rot many things, nonetheless, now if something is explained, they find it very easy to understand and memorize. Now efforts should be made to make them understand what we are asking them to memorize. Quranic surahs, prayers, songs, multiplication tables should be memorized slowly. If they memorize these things at this stage, they will never forget it in future.

6- They are careless about their bodies, clothes and other items of daily use. They should be given a cupboard or wardrobe to keep their articles there. Gradually they should be disciplined to keep their possessions properly in order. Usually kids scatter their belongings after use. They complain when they need the same things later. Elders should make it a point to keep those things in order and at their usual place. This will save them from unnecessary trouble. Efforts should be made regarding their books and other educational aid. Children have to suffer badly when they don't find important items. Expecting kids of this age to keep everything organized and in order is nearly futile. They will cry when they need those items or approach their parents.

7- Awareness starts playing a role while trying to imitate others. Nonetheless, most of imitation is still unwittingly. Now efforts should be made to teach them etiquette of different occasions through imitation. They should be asked to copy calligraphy, different models besides other things. A conscious effort should be made to keep the settings clean and pious. They should be presented with good models to emulate so that the children are able to learn through imitation.

8-Visualization starts taking practical shape. Gradually he starts making distinction between possible and impossible. Though he still takes keen interest in imaginary stories, he starts feeling that these can't be true. He should be provided different educational aid including clay, slate, colours, brush, paint and papers so that he can transform imagination into real.

9- He starts feeling a sort of urge to gain expertise through constructive means. He continues to spend most of his time in making or breaking something. He should be provided guidance in constructive hobbies including art, craft, pottery and gardening etc. He should also be provided proper guidance to use these items dexterously, to inculcate construction qualities in him. Effort should be made to analyze his natural affinity. It is notwithstanding the fact that the natural affinity that the child shows so early, may continue to have same attraction for him later.

10- The desire to compete and hog limelight among his friends goes up at this age. Slowly, he starts taking interest in competitive sports, though he remains fearful of defeat. This is the reason that he doesn't accept ending up on the losing side. He occasionally tries to cheat in the course of playing, to avoid the loss. He should be provided opportunities to compete in both sports and other works. Nevertheless, efforts should be made not to allow profound impact of the loss linger for long or a sense of enmity taking root against the competitor. Another important aspect that should be kept in mind, is to ensure that he is taught to keep honesty above a win or loss during the game. He should start taking loss and win naturally as usual and shouldn't get depressed over a loss or start taunting the competitor if he loses the game.

11-The instinct of hoarding is also on its height at this age. He should be tasked with collecting different types of flowers, feathers of birds, postal tickets from different nations for the school museum. He should also be tasked with keeping him in order and cleanliness.

12-His attention span is very short. He cannot concentrate on one thing for a very long time. Therefore it is of no use to force his attention drawn to something for a very long time. A better thing in this regard will be to attract his attention towards different aspects of something. If he needs to be attracted to a particular flower, he should be told differently about its form, colour, aroma and different parts of the flower. This way his attention can be kept alive toward a single product for very long time. Otherwise he will lose interest and this attention too.

13- Taking swipe at someone for his fault, error or mistake, imitating someone and then laughing at him, these all begin at this age and stage. These are not limited to kids of the same age, friends or classmates. If you criticize him for some fault of his own, then he listens to it carefully. He should be told about the pain that is caused by taunts and teasing. Nevertheless, it is not advisable to use force upon him.

14- He doesn't take slightest interest in direct moral teachings, preaching and sermons. The best way to make him follow the social norms, moral etiquette and timely offering of namaz is to present before him a good example by doing all these yourself. If elders follow all of them, the kid will start doing them without much of an effort. He should be given good imagination through historic anecdotes, moral stories and with the help of interesting stories based on animal characters. The kids actually listen stories by placing themselves on the place of the main hero of the story and try to do what the hero usually does. Nonetheless, trying to give a lesson at the end of each story destroys the taste of the story completely. On the contrary, it creates a completely opposite impression on the minds of children. So don't go for lesson from every story.

15- A bitter experience that a child has to suffer in his school and in the company of new and newer friends, is pilferage of his articles. Despite the fact that he scattered his belongings everywhere at home, these were still safe.

However, in schools and hostels, they disappear. Therefore his trust over others regarding the safety and security of his possessions evaporates in thin air. He starts looking at it with suspicion. An environment should be created in classroom where students don't touch others' articles. This will keep the trust of students on one another. If not tackled positively at this stage, it destroys trust in their minds even when they grow up into adults.

16-While they stop feeling fearful of darkness they still feel terrorized over the mention of some imaginary things. They should never be told frightening and scary stories before going to the bed. On the contrary, efforts should be made to remove the fear from their minds. If fear is not removed at this stage, it will create a sense of fear among the children.

Juvenility (9 to 13 years of age):

This phase of the childhood brings some semblance of stability, steadiness and strength among children. The rate of growth is comparatively slow and there is some stability and strength physically and emotionally. Earlier, he used to get tired very fast and fell ill repeatedly with small intervals. Now he is capable to work harder. Therefore, he can be assigned both physical and mental works. This is the most suitable period to work hard in studies.

Important features of this age:

1- During this period, the child becomes vociferous, outspoken, loud, voluble and raucous. He also becomes frisky, energetic and lively. Therefore, it is imperative to keep him busy in one activity or the other, otherwise all his energies are directed towards mischief and even evil. He must have something or the other to do, otherwise he will get involved in something bad.

2- The memory is at its best during this period. To be precise, among girls of ten to eleven years and boys of

twelve to thirteen years, the size of the brain attains full growth and become four size larger than at the time of birth. Memory takes a sharp leap, but as the tendency to memorize by understanding things takes root, it becomes essential to tell the meaning of everything that you want the kid to remember. It is of paramount importance to make it a point to memorize Qur'an, zikr, sayings, proverbs and couplets.

3- As kids are fond of imitating and following accent, pronunciation and speaking style of others, therefore it is imperative to memorize them prose and poetry along with proper pronunciation besides good delivery of speech. Foreign languages like Arabic, English, besides proper Quranic recital should be initiated at this stage. Nonetheless, it is advisable not to put too much pressure on grammar and cumbersome books, but should be taught verbally and practically.

4-There is an inherent quest to analyze the surroundings and probe nature and social setting due to abundance of curiosity. They should be provided ample opportunities in this regard. It is helpful to take them on science, geographic and social tours and let them analyze and watch these things themselves. They should be asked to write about these observations or to prepare models or paint them. To make the lesson all the more understandable, it is advisable to provide anecdotes from surroundings and social and natural setting to kids of such age. Occasionally, the curiosity starts taking wrong routes and children start getting involved in immoral and bad company. They also start following people's personal lives. They must be saved from these things at all cost.

5-There is a sort of consistency in thoughts, ideas and even imagination. Due to his own experiments, the kid starts differentiating and distinguishing between possible and impossible. By assuring him that paranormal stories related to ghosts and spirits are nothing but imaginary, he can be saved from hallucination, fantasies and nightmares.

This way, he can also be saved from fear that such images bring in his wake. It will also help him stop reading such stories and help him find alternative literature that may have positive bearing and impact on his personality.

6-This age has exceptional quality of understanding theories and concept with the help of pictures and drawings. Teachers and guardians should make maximum use of pictures, atlas and drawings while teaching them geography, history and general knowledge. Now the child can also benefit from magazines and newspapers meant for children. He should be provided all of them to broaden his vision and knowledge.

7-He also becomes fond of undertaking campaigns and tasks, inventing new and newer things and digging information from different sources. He also starts taking interest in adventurous stories and narrations, though he is more fond of stories where the main hero has the most challenging tasks. His hero faces all the hardships with gusto and overcomes them. This is also a great time to introduce him to the travelogues by renowned travelers and the exploits on inventors and their inventions. He will feel enthused by such stories and will feel an urge to do the same in future himself. Nonetheless, those stories where the hero ends up on the losing side, they cause grief and affliction in his mind. Such stories should be avoided at all cost and if forced to recount, stress must be given to positives from the story.

8- Kids become fond of innovation instead of imitation. Therefore instead of telling them everything about their part in games, work or play, they should be provided opportunity and freedom to choose and offer them avenues to discover and invent. Occasionally, kids come with solutions that never came to the minds of their elders with decades of experience. Gradually, they are able to stand on their own two feet and work harder as they love what they have been tasked to do.

9-They are far more interested in outside world compared to their homes or schools. If attention is not paid to their own interests and hobbies, they start running away from their homes and schools. There should be an effort to take kids to picnics and outings. Effort should be made to provide education of geography, science and other social sciences on relevant places. Family members should try their best to take the kid along while going out for shopping, meeting with relatives and friends, so that his quest to mingle with people is fulfilled. This way he can be saved from running away from home.

10- Kids become fond of contemplation, deliberation and solve problems and issues. Therefore issues should be discussed with kids and encouraged to come up with solutions. Instead of telling them everything from A to Z, they should be given an opportunity to learn through contemplation and experimentation.

11- If the environment of home and school is good, people are affectionate and sincere, they try to follow good and avoid bad habits, feel empathy and compassion for each other, then such emotions naturally take roots among children too. They will start following good traits and avoid evils and bad company. They start loving their benefactors, guardians, parents and friends while showing signs of sympathy for weak and disabled people. They start giving importance to those aspects that are given importance by their elders. This includes prayers, fasting and even charity. However, if the environment or the setting is bereft of these fine qualities, it is futile to search for them among children. Therefore home and office environment should be positive and elders should present good example before youngsters.

12-There is a sort of unpredictability about his imaginations and interests. Today he has some interests and hobbies and tomorrow he has something different thing to talk about. If today he has interest in a subject, he will have interest in another subject the other day. Therefore, he should be provided opportunities to follow good hobbies

and interests and should be guided very dexterously in this regard. You shouldn't feel satisfied after good hobbies have taken roots into the child. It should be ensured that kids don't get opportunities to forget those good habits.

13- Till seven or eight years of age, kids take interest only in those things in which they have natural interest or inclination. Now they also start taking interests in those hobbies that can give them prominence in the eyes of their friends and classmates and get appreciation from their elders and teachers and avoid their wrath. It can be positively used to inculcate good habits among children like offering compulsory prayers and following etiquettes. At this stage, they are ready to sing songs, read adventure stories, work hard to do better in exams, improve their handwriting, play their parts well on stage and are ever ready to work hard for preparation of speeches on stage. They should be trained intelligently to keep them in good humour. Some people repeatedly get angry and start scolding children. They want to frighten them in order to get a good performance from them. Nonetheless, too much scolding and creating fear psychosis makes them immune to such tactics and instead turns them into shameless and barefaced. In such cases, they will become immune to your threats. Therefore, this should be left as the last resort and only sparingly and rarely used.

14- Ethnic or group instincts starts coming into play in a big way. There is a sort of tendency to roam around in the form of groups. These kids roam around in streets, fields and orchards. They follow the regulations and orders of group leaders with great discipline. They try their best to gain prominence in the group. If they got good company, then this instinct can help them learn the nuances of living together, following discipline and order, respecting leaders' orders, understanding and respecting other people's emotions. They also learn how to cooperate and empathize with others. If the company is not good, they tend to develop a mob mentality and each group starts taking on

other group. Some members of a group start taking extreme steps just to keep their leaders in good humour. They also start breaking order imposed by home or school just to show they are powerful. To fulfill the group instinct among children, they should be divided in different groups for games and to undertake different responsibilities at home or at school. Every team should have a different group team leader, monitor, captain of the sports team, incharge of different programmes including picnics, study circles and library. Others should also be given responsibility to take care of different competitive programmes. This way, the competitive instinct can be satisfied and kids can be saved from falling in bad company. As the team leader or captain of a sports team, the kid will be prepared to take leadership role in future and his team instinct will also be taken care of. In order to appoint team leader from among kids, his family status, caste, religion, rich or poor shouldn't be seen. Only his individual capability and potential should be given a thought in this regard. This will create a long term impression of equality among children.

15- Frankness, disdain and forthrightness are important aspects of a kid of this age. Instead of putting pressure to toe your line, the child should be impressed upon to take care of his possessions, cleanliness and hygiene. Frankness, disdain and forthrightness are important features of a personality.

16- There are strong fears of children trying to run away from schools, loitering and hanging around, boasting, absence from home, taking to smoking, pilferage, lying, and doing many other undesirable and unacceptable activities. A huge part of them involves bad company or mistreatment with the child. To keep them miles away from bad company, it is essential to treat them with love and compassion. To keep them away from bad company doesn't mean that you stop their mingling with their friends or deprive them of lawful interests and hobbies. This attitude can also become counter-productive and ruin their

personalities. Emotional deprivations make lasting impact on the personality of the child, so kids should be raised with utmost care. Refusing their lawful desires is bad for their future well-being.

Youth (From 13 to 18 years of age):

This is the best part of the life. This is the season of spring of the entire life. The bud gets transformed into a beautiful and attractive flower during this period. The height goes up pretty fast and physical and mental growth is also visible. All in a sudden, a young boy with skeletal body is transformed into a healthy man while a young girl of lean and thin body is transformed into a respectable woman. From a careless and reckless child, the girl starts taking extreme care of her looks and start putting in make-up to look attractive. There is a sort of revolution in their outlook, pace, conversation and exchange, besides everything else. Their faces brighten up and an all encompassing smile remains on their faces. Every dress looks exceptional on them as if it was the best suit that they wore. Life starts attracting them like never before. The dreams of new life, new emotions and new friends make everything look so attractive for them.

Important features of this stage:

1-This is the most vulnerable phase of life. Sexual emotion is at its extreme during this age. Apparently this is due to high sexual instinct. There are fears of adverse physical and moral consequences due to inexperience, immaturity and innocence. This is the period when the child should be kept under close scrutiny. Nonetheless, no impression should be made that suggests that he is being watched and suspected. Another important aspect is to take care of his health. The sexual instinct is among the most important gifts of nature and it shouldn't be crushed or suppressed unnaturally. This has very undesirable and

adverse consequences. The kid should be helped in natural way to save this essence of masculinity, valour and virility. He should be taught to keep a tab on his emotions and to direct this power towards positive and constructive activities. If kids are allowed to participate in competitive sports, different forms of art or other extracurricular activities, this too satiates this particular instinct and also helps them gain professional dexterity.

2-There is abundance of shyness and nervousness in this age. Kids have exceptional care for what the society will think of them if they do something. These are those weapons that are used by the youth of such age to take care of their character and conduct. These have immense value when it comes to keep their character spotless. These emotions and feelings should never be hurt. There are experiences that when this coyness is gone and there is no respect for the society, the youth can go to any extreme.

3- Obscene and indecent thoughts continue to haunt the minds when kids of this age are free or alone. Satan continues to attack them with unfounded fears or obscene thoughts. Therefore efforts should be made to arrange interesting hobbies and useful activities to keep them busy all the time. They should be provided opportunities to remain busy and pursue physical and mental activities.

4- Egoism, freedom, individualism, taking matters in one's own hands, taking decision about one's own life and being free from the interference of elders and parents start taking roots in their minds. They should be provided freedom within lawful limitations. This will help them have faith in their abilities and are not made completely dependent on others. Many over-zealot parents commit such mistakes and then regret in for the rest of their lives. Their advice must be sought in issues concerning them and there shouldn't be too many restrictions on them and their movement. If there are too many restrictions upon them, there is a real fear that they may rebel. Therefore they should be handled with love and restraint.

5-There is added interest in bragging, day dreaming, making unrealistic or even weird plans. Therefore, the kids of this stage start seeking refuge in spy or espionage stories instead of developing stamina to face the real world. They should be given ample opportunities to solve their own small issues and they should be prompted to create plan for undertaking different tasks. This will help them in realizing the difference between possible and impossible. It is going to create a sense of practicality among them. Efforts should also be made to save them from the ignominy of loss and reach success with regular hard work and struggle.

6- There is increased interest in expeditions and travelling in groups. They should be given increased opportunity in educational tours too and they should be allowed to manage whole preparations for it. They should be divided in different teams and assigned different tasks during functions. If possible, committees consisting of kids be formed and they should be asked to do grueling works. Participation in competitive games satisfies their quest to take part in different campaigns. On the other hand, participation in social work creates feelings of love and affection.

7- They tend to forget old pals and friends and make new friends that may remain with them for the rest of their lives. Friendships forged at such an early age is deep rooted and long-lasting. Secrets are shared with these new pals and every effort is made to spend as much time as possible in their company. It is therefore natural that if kids get good company, it will have profound and positive impact on their life in future. As friendship is a relationship of heart, the selection of friends can be done by the kids alone. Kids don't select friends by their elder's wishes. In such condition, they should be given some sort of autonomy in selection of their friends. But there should be some endeavour to provide them good surroundings where they could find good friends. Keen watch should be kept on their friends and their hobbies. They should be occasionally

invited to home for dinner or lunch and should be provided with opportunities to enjoy their hobbies and leisurely pursuits. This will ensure that they are reformed and saved from bad company. Too much restriction is always bad for children.

8- At this age, there is some sort of urge from within to imitate renowned personalities and to be like them. Till now, he used to think his teachers and parents the best and ideal personalities. Now he starts feeling that they are not without shortcomings. Now he starts seeking idealism among historic and renowned personalities of the past or present. Without doubt, there is no complete personality except Prophet Muhammad (pbuh), whose every aspect is ideal and whose every work is worth emulation. A conscious effort should be made to inculcate love and affection and follow the examples set by Prophet Muhammad (pbuh). If this is ignored, there are chances that he may take some despot, tyrant or heartless dictator as his ideal or still worse a film hero as his model.

9- He also starts feeling the need to find a way of life worth dedicating his whole life. The main aim and objective of human life is to seek the pleasure of his Creator and be prepared to sacrifice everything towards this aim. He should be prepared to follow Him in all aspects of the life and make a conscious effort to bring all the humanity on this right path. Nonetheless, people have made different ideals, believes and standards for them. Instead of piety and faith in God, the whole atmosphere is dominated by materialism, agnosticism, selfishness, egotism, nationalism, patriotism and jingoism. This has created an atmosphere where there is increased fear of kid losing his way and be attracted by one of these isms. With utmost wisdom and skills, besides loads of love and affection, he should be persuaded to choose the best way of life and ideal and accept it wholeheartedly. In this regard, his talents, skills and abilities should be kept in mind, before guiding him in this respect. From whichever aspect he can

best serve this way of life and ideal, this should be pinpointed.

10- He has lots of passions towards religion and has fervour to make sacrifices for such causes. He is also very careful regarding moral values. Nonetheless, there are several doubts deep down his heart regarding religious beliefs and he is eager to seek truth.

This religious fervour should be created gradually and efforts should be made to keep wisdom with fervour. He shouldn't be rebuked for talking about his confusions and doubts regarding religious beliefs. He should be provided satisfactory answers to his confusion and be provided with secrets of shariah and the religion. As there are different demands of body, mind, moral and social values, so sometimes he feels confused and starts having some doubts about the plausibility of religious beliefs. Nonetheless, if he is convinced about the need of synergy between the two, he can be easily satisfied. As Islam is a religion that takes care of natural tendencies of humans, it cannot ignore the natural demands of the human body as Christianity and other religions do. Its teachings are felt well balanced and natural by youths.

11-Becomes immensely fond of study and reading. He spends hours in studying different materials. He should be prompted to study those books that introduce famed personalities of the past including the Companions of the Prophet, Islamic reformists, renowned and eminent people of the ummah, besides clean historic novels. He should also be given regular supplies of the book to keep his excitement undiminished.

12-There is a sense of selfless love and affection. This sense should be directed towards charity and fondness and devotion for truth and justice. He should be provided enough opportunities in this regard.

13- He starts avoiding blind faith and stops believing everything that he is told. It is time to act more like his

advisor instead of dictator or autocrat to guide him. He should be advised to do something only when he is ready, so there is no fear of disrespect or violation from him.

14-Criticism, disapproval or censure may create rebellion or strong sense of anger. Therefore, instead of rebuking him openly in front of everyone, it should be ensured that he is advised when alone and with love and affection.

15-When it comes to affection, it seems he is back to infancy. In the initial part of this phase, he seems to fall in love with him and his personality. Later he feels attracted to people of his own gender and lastly he starts feeling immense attraction, fascination and charm towards opposite sex. There is a sense of strong emotions, affection and an urge to completely submit to him or her. This is natural. Instead of crushing or completely quelling these emotions, there is a need to direct him to right avenues. Efforts should be made to marry off the kids as early as possible after they have attained adulthood.

16-There is immense unpredictability about him. He continues to change regularly. Sometimes he is full of vigour and strength, while the next moment he starts looking down and out. One moment he is very optimistic, positive and hopeful, while the next moment he is pessimistic, gloomy and cynical. He doesn't seem to fit either among grownup, and obviously cannot be part of children anymore. Usually, he continues to confront mental confusion and upheaval. It is certainly time to be supportive and sympathetic towards him and not abusive or insulting.

17-In this golden period of life, there is formidable hope and courage to plan for the future and chalk out strategy to reach a certain goal. These should be used favourably to give impetus to his desires of excellence and achievement. He should be helped and assisted to inculcate good and desirable habits and achieve success. In the

otherwise case, there is fear of him in falling in the wrong hands.

These are different stages and special features of all the aforementioned stages. These features should be kept in mind while planning their education and training. Every stage from which the children are passing through, should be analyzed closely and they should be helped and assisted in finding relevant hobbies, materials, leisurely pursuits and activities. The important features associated with that particular age stage should be kept in mind. If these features are neglected or overlooked or if natural instincts are crushed or suppressed, there is every possibility that there may be no synergy in their growth and their personalities may not bloom. Consequently, children will have to face adverse impact of such ignorance. Children can be educated and trained only through utmost love, affection, warmth and friendliness. Therefore efforts should be made to provide pious and clean environment and provide them with good role models.

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Chapter 11

Some Important Instincts

Though there are numerous instincts and natural senses, nonetheless the following are most important from the aspect of education and training. We need to discuss them in detail.

Curiosity

Curiosity, inquisitiveness, nosiness or prying is an important instinct and mother of all sorts of education. This is the instinct that helps humans acquire knowledge and information about natural and social surroundings and becomes capable to live with open eyes and ears. This instinct starts working right from the birth. The child starts feeling inquisitive about everything that is brought before him. He stares everything without blinking his eyes till it disappears. When he is able to speak, he starts posing questions about everything new. He will throw questions about everything new that pops in front of him. What is it?, what's that?, who is he?, why it is made so?, and many similar questions will be bombarded at you. By posing such questions and asking other things surrounding him, he gains insight about everything. This instinct along with inquisitiveness or nosiness adds to his interest and keeps him propelling to search, investigate and explore. This is the instinct that helps humans explore the mysteries of the universe and it is something that continues to add to his knowledge with every passing day. Nonetheless, when this very same instinct takes a wrong turn, the kid starts losing time, energy and potential in useless and futile activities. He starts prying in other people's personal lives, their

secrets and their private affairs. This may also lead him to some immoral and unethical activities too. He commits those mistakes as he wants to know the consequences and results of these activities.

The following aspects should be kept in mind about this instinct:

- When this instinct is aroused to seek knowledge and information, it will propel kids to get involved in their lessons with their complete attention. Therefore when it comes to teaching of lessons related to general knowledge, this instinct should be used to its maximum. One thing that should be kept in mind is the fact that new information should be presented to them by making it relevant with the previous information. It should also be made more understandable as when something is completely unfamiliar or strange for the kids, they may not be attracted to it or even may develop a sort of fear for it.
- Kids should be given satisfactory answers and shouldn't be scolded on posing too many questions. Some people scold children on feeling fed up under such circumstances. Consequently, this instinct stops functioning and even dies a slow death. Effort should be made to keep this instinct alive for the whole life and avenues should be made available for advancement and growth of this instinct as per their age, wisdom and interests.
- Kids should be saved from falling in trap of developing nosiness in private affairs of people, useless activities and seeking information about those things that are detrimental for health and progress of children. Kids should be provided opportunities to ask questions regarding general knowledge, history, geography, literature. They should be asked questions too and should be prompted to gather information. An effort should be made to make them inquisitive about research and development.

There are three phases of inquisitiveness:

A- Physical inquisitiveness: The kid starts observing everything very closely. He starts looking at parts of his body and other things with inquisitiveness. He touches them, feels them, tries to find out details about their shapes, sizes, colours, weight, sounds, cold, hot and other features. Therefore, if this place is filled with objects of knowledge and information besides different other useful aids, the child gets similar exposure to experiments and experiences. His information and knowledge expands as much as he gets the opportunity. Therefore he should be provided with enough opportunities in this regard to expand his mental horizons.

B- Social inquisitiveness: Child tries to find the answers of those things, incidents or scenes that he comes across. He questions his friends, probes his parents and asks questions from his classmates and others. Questions posed by children are signs of healthy minds and therefore they should be given satisfactory answers.

C- Some important aspects are exposed when this inquisitiveness grows as he enters the adulthood. There are some important aspects where he cannot be helped by others or provided assistance. He can be helped by none, other than himself through contemplation and deliberation. At times, he reaches some conclusion that look very childish indeed. These efforts of the kid shouldn't be laughed at. On the contrary, he should be helped, assisted and provided proper guidance.

- There should be enough provision for satisfying this inquisitiveness both in school and home. Efforts should be made to direct this urge in the right direction. Otherwise, either this instinct will be considerably weakened or will take a wrong turn to satisfy this basic urge. Consequently, the kids will start running away from homes and schools and might take up wrong habits.

Accumulation:

Accumulation or hoarding is an important and basic instinct. It comes attached with the instinct for ownership and possession. This is the instinct that propels humans to save and put aside some savings for hardships in the future and saves them from penury and poverty. This is the instinct that drives him to work towards establishment of charitable institutions and collect funds for the collective benefits of the society or a locality. This also leads him to collect antiques, establish museums, libraries and other similar institutions. The very same instinct also guides him to collect the Sayings of the Prophet (pbuh), quotes of renowned personalities, preparation of dictionaries, writing of reference and other books etc. Nonetheless, when this instinct takes wrong route, it forces humans into different criminal activities including deceit, dishonesty, treachery, cheating, waylaying and different other immoral and illegal activities that have become common in materialistic society. This instinct is visible from a very early age among people. If you happen to analyze the contents of pocket or school bag of a young child, you will find innumerable items including seeds of flowers, papers of different colours, empty boxes, chalk and many other different items. This is the outcome of this very same instinct. Instead of throwing those items, there is a need to keep the following points in the mind:

- Young kids should be encouraged to collect different items for museums of their school and different decorative items for classrooms. They should be asked to collect different types of seeds, flowers, feathers of different birds, beautiful and attractive stones, empty boxes, stamps, pictures and coins. Then, these materials should be used to assist in the teaching of history, geography and general knowledge, besides art and craft. Efforts should be made to keep such items in beautiful order.

- Students from higher classes should be prompted to collect Sayings of the Prophet (pbuh), quotes, couplets, important books etc.
- They should be asked to save some money from their pocket money or the money that they get during Eid. When they have some substantial amount of money, they should be prompted to spend it on buying some good books, useful material or helping some needy person.
- They should be given opportunity to participate in fundraising campaigns for poor students or collection of old books for school library.
- Kids should be prompted to establish a small library of their own. This will keep this instinct alive and will be directed to the right way.

Creation

All the creativity and construction works undertaken across the world till now have been born by this very instinct. From small earthen cottages, tools made of stones to massive skyscrapers, heavy machinery, massive industries churning out rails and aircrafts are all the outcome of this instinct. Nonetheless, when this instinct takes a wrong turn, it can cause equally big disasters and destructions.

Historic buildings of A'ad and Thamud and the destruction wrought by Mongols and Tatars are the results of the same instinct.

This instinct also starts showing clear signs from the very early age. Kids want to touch everything that they come across, whatever be the consequence. They seem to create or destroy something or the other all the time. This is also very essential for them. They learn a lot from such playful activities. As construction and destruction are two different sides of the same coin, there is some inevitable destruction with every creation. Most often kids are unable

to differentiate between the two. There is no denying that destruction is easier than making something. Therefore kids start destroying things from very early age. Breaking other kids' toys, smashing household items are usual activities of the childhood. If he is given an opportunity to make something as per his ability, be it made of clay, he starts savouring the importance of hard work and starts keeping things safe instead of destroying them. Effort should be made from early age to direct this instinct to constructive use. In otherwise case, kids start taking interest in destructive activities.

The following aspects should be kept in mind in this regard:

- Arrangement should be made to provide training in art, craft, gardening etc in schools. This will certainly satisfy this instinct among children. Apparently, this will help make them hard working, giving impetus to their constructive abilities.
- Children feel elated when they make something, whether it looks very ordinary, common or unattractive in the eyes of other people. They also try to keep them safe and want encouragement and appreciation from whoever looks at those things. Kids should be given such opportunities in abundance and they should be appreciated and not discouraged or laughed at. Even if you have to criticize a kid, do it in constructive manner, so he is not discouraged, to make it even better.
- There are people who advise kids not to play in water, dust, soil, earth, sand and others so the clothes and hands do not get soiled. Therefore they not just devoid them from the happiness that they derive from such constructive games but also from those benefits that they earn from their hard work. Instead of putting restrictions on such activities, parents should provide them opportunities to get involved in such activities and therefore ensure that they are properly cleaned

afterwards. They shouldn't be deprived of this happiness merely to keep them clean and tidy.

- All sorts of educational toys and other aid made of good quality plastic and wood are available in the market these days. They come in different shapes and sizes. There are blocks that help make different things in multiple shapes and sizes. They should be made available for kids and opportunities should be provided to use them.
- At the beginning of the adulthood for both the boys and the girls, they should be provided interesting, fascinating and colourful activities. This will not just keep them busy in their spare time, but satisfy their emotions and give them professional dexterity.

Self aggrandizement

The instinct of self aggrandizement and to show off in front of others is an important instinct found almost in every second person. This instinct has played an important role in making significant contributions in success and development of religions and nations. Nonetheless, the same instinct also leads many people to get involved in worst sort of criminal tendencies, offenses, wrongdoings and lawbreaking. This instinct is visible from very early age. As soon as the kid starts realizing his physical and mental abilities, this instinct starts playing on his mind. He wants to hog limelight and works really hard to get prominence among his peers and respect and appreciation from elders. If his efforts are not met with success, he starts feeling let down or even suffers inferiority complex. At times, he even tries to get prominence through mischief and wrongdoings. At times, he troubles other, creates useless issues, teases others and even goes to the extent of feigning illness, merely to gain other people's attention. In order to keep this instinct alive and grow it further, following aspects should be kept in mind:

- Kids should be appreciated with open heart. They should be praised on doing works well.
- Children should be provided responsibilities both at home and in school, according to their age and abilities, to provide them opportunities to gain prominence and attention. They should be provided opportunities to function as monitor of the class, captain of the sports team, president of students union and managers of different meetings.
- Children should be provided with different activities and hobbies. Kids who perform well in these programmes should be given different awards, prizes, honours, gifts and medals. Then these students' names should be announced in public functions in schools and put their names in prominent places.
- Every child wants to get a prominent place among people of his society, class and neighbourhood. He also gets influenced by his friends and classmates in multiple ways. He also wants to get prominence through keeping their emotions and feelings. Therefore efforts should be made to give them good company. The kids who get prominence through their qualities and abilities have usually to face the ire of their peers. They are also troubled by their peers in multiple ways. Efforts should be made to provide opportunities to get prominence through their abilities and interests. This will ensure that they will neither take wrong routes to gain prominence nor they will try to trouble the good boys.
- The kids who have just entered adulthood should be told about prophets, reformers and important people of the past, their biographies and achievements. They should be emphasized the fact that they need to perform and come up with achievements and accomplishments to please Allah and the Prophet (pbuh). They should also be emphasized the fact that by doing this, they will get reward in this life and the

life Hereafter. They should be told if they do good deeds merely to please people and show off, their good works will be as good as lost cause as they will not get any reward from Allah in the Hereafter. On the contrary, they will also face contempt from their peers and will feel disheartened for not being appreciated.

Self scorn

This is completely opposed to self esteem or self aggrandizement. This means taking oneself inferior compared to others. This is an important instinct and with it comes emotions like surrendering and submission, seeking others' pleasure and following elders' orders. This instinct helps a person to give up self-esteem, aggrandizement, freedom, autonomy and choice and behave respectfully in front of elders. The same instinct helps people to follow discipline in social and familial life, respect elders and their opinions and prepares them to seek the pleasure of Allah, follow the footsteps of the Prophet (PBUH) and live a disciplined life. This also helps him stand for justice, integrity and fairness. Nonetheless, when the same instinct takes wrong route, it prompts a person to take to sycophancy, flattery, adulation and submission before a tyrant, dictator and bully. This has very adverse impact on the personality of any child. Parents and teachers need to stimulate this instinct to maintain discipline at home and school, respect and obey the elders and teach them etiquettes of different occasions. However, they should ensure that this doesn't impact the individuality of every child. The kids should be brought to a level where, despite all the respect and reverence for their elders, they are not ready to follow diktats opposed to the teachings of Allah or the Prophet (PBUH). On the contrary, they are ever prepared to submit their wishes and desires for the pleasure of Allah. To benefit from this instinct, elders need to follow these guidelines:

(i) Elders shouldn't get very casual or too friendly with kids.
(ii) Should follow some rules in all circumstances and should keep a bit aloof in front of kids.
(iii) It should be gradually taught to kids that whatever you want them to do is the desire of Allah and His Prophet (PBUH) and our success depends on following their demands.
(iv) Use of unwanted punishment or castigation negatively impacts kids' personalities later. These should be avoided at all cost.

Warring or fighting

Without doubt, this is a vital instinct. If given right direction, it has the potential to transform a human into a great general, war planner, real hero and a great son of the soil. On the contrary, if it goes in the opposite direction, it can make a person a tyrant, despot or a robber. Great attributes and virtues like bravery, valour, support for truth, opposition of tyranny, fighting the despot, standing against oppressor and self esteem are the products of this instinct. However, if this instinct is not directed correctly, it can create anger, hostility, violence, belligerence, oppression, rioting, corruption, dishonesty, enmity, hate and abhorrence etc. As usually this instinct starts showing its negative aspect first, people want to suppress it instead of directing it to right avenues. This usually causes cowardice, spinelessness, fearfulness, immorality, debauchery in a child. Therefore this instinct should be helped to grow very carefully.

This instinct is accompanied with anger and resentment. When there is some sort of obstacle towards fulfillment of extreme natural needs or important inborn instinct, or if someone is attacked or dishonoured, he becomes angry and starts seething in rage. In such circumstances, he wants to remove the obstacle or save himself from aggression with all his powers. Every single

part of his body becomes prepared to defend him and remove the aggression. This anger doesn't diminish till he beats the attacker or the assailant.

Following important aspects needs to be kept in mind to discipline this instinct:

- The environment of home and school should be developed in such a way that emotions of love, respect, empathy, fellow feeling, kinship, cooperation, team work, collaboration and mutual aid progress. Every effort should be made to remove anger, irritation, antagonism, jeers, taunts, hatred, disgust, aggressiveness and belligerence from among children.
- Many mistakes of children should be ignored and kids should be prompted to accept their mistakes and seek pardon from fellow kids if they make mistakes. Most issues boil as people, despite making mistakes are not ready to accept it and uselessly prolong the dispute. If they are disciplined in this way from an early age, there would be far fewer disputes.
- Trying to rebuke someone or reason with him when he is angry has usually negative impact. Many a times there is extreme reaction and negative consequences in such circumstances. This should be avoided till the anger subsides. However, if the person who has caused the rage is made to submit and seek pardon, or he or the irritant is removed from the scene immediately, this too diminishes the anger. Admonition and counseling are of use only when the anger has come down.
- Arrangement should be made to teach kids wrestling and other competitive games. This will satiate this instinct and kids are saved from fighting, rioting as well.
- If two kids quarrel, the perpetrator should be found out with patience. Whoever was responsible for the fight and aggression should be asked to apologize.
- Aggressive and violent kids should be made allies of physically weak kids. This will help them start

supporting the weak and prepare them to do the same in future in their social and familial lives.

- Displeasure should be made known in case of dishonesty, deceit, duplicity, cheating, aggression, hurting self esteem of others and over vices. Open efforts should be shown in removal of these vices and if kids seem irritated, they shouldn't be scolded. On the contrary, they should be told to fight these evils with commitment and perseverance and told how to confront them.
- They should be given ample opportunities to fight and confront their shortcomings and weaknesses and overcome them in due course. They should also be prompted and helped in dealing with tough subjects. Besides, children should be counseled on how to confront different issues in real life with bravery and courage.
- In order to control anger, kids should be told to drink water, sit down if standing, lay down if sitting, move away from the place of anger or get involved in hard work. They should be asked to undertake such tactics to control anger and elders should prove it from their own conduct.

These are some important instincts and emotions. Besides, there are some important natural desires and fundamental inclinations and habitudes that make far reaching impact on the personality of kids. These include imitation, empathy, repetition and sports etc.

Imitation or copying

Imitation is a very important desire. Not just kids, even elders do imitate and copy others. Till the age of five years, this desire is at its highest. Most of the time of kids is spent in imitating and copying others. Consciously or unconsciously, they imitate that they observe in their surroundings. Sitting, standing, walking, eating, playing,

talking, communicating with others, treating others, etiquettes, manners, taste and predilection, religious beliefs and social and moral decorum are learnt through this important desire. At very early age, kids cannot really differentiate between good, bad, beneficial and harmful things due lack of experience and wisdom. Therefore, many a times, they unconsciously develop some habits that seem to be black spots on their personalities. Hence, emphasis is given on keeping the environment pious and clean, saving kids from bad company, rearing them among virtuous and religious people and presenting before them good models whom they can follow. Parents and teachers should try their best to present good precedence before kids so they learn good habits from them. Otherwise they will commit a major crime of transferring their shortcomings, faults and deficiencies to the kids and will be held responsible for their actions in future.

Imitation or copying are looked down at. This is notwithstanding the fact that every person is forced to do it and many traits are born in a person merely because of urge to imitate. We inherit Islam through this trait. Following good examples and exemplary personalities alone, a man can attain high position. Invention and innovation will be possible only when, through imitation, previous inventions are studied, analyzed and dexterity is gained in them. However, complete imitation is not true. Gradually, wisdom should be brought into play to choose good, suitable and right choice.

Following aspects should be kept in mind regarding imitation:

- All out efforts should be made to keep the environment of school and home virtuous and clean. There should be conscious endeavour to cultivate civilized etiquette so the kids have good example to imitate and copy.
- From an early age, young kids are taught good manners and etiquette with love and affection. Their conduct should be watched and they should be asked to

follow cleanliness, being on time and should be provided an example by teachers and parents.

- Teacher should provide good models when it comes to eloquence, articulation, calligraphy, art and craft. He should ask the kids to copy such models. Students who are not proficient in reading or who stammer while talking shouldn't be asked to read aloud in front of the class. They should be given individual attention instead.
- Progress should be kept in mind when it comes to imitation and copying. Students should be given enough freedom to make changes and amendments. For example, they should be given freedom while copying a work of art, in its size or order.
- Unconscious imitation is all the more powerful. More importantly, the unconscious imitation of teachers and fellow students has profound impact on development of children. Therefore, kids should be provided good company and should be saved from bad company. On the other hand, they should be given under the guardianship of teachers who are appropriate to guide them properly. They can also be put in a good school that has achieved fame in this regard. Bad habits including smoking, watching movies in theaters and immorality take roots among kids due to bad company.

Urge for repetition

This is also a natural charm. Young kids feel utmost happiness in repeating whatever they watch or listen. They want to repeat them and do it throughout the day. If they learn some rhyme or sentence, they will keep repeating them, whether they understand it or not. They will imitate every action, if it attracts them, irrespective of the fact that it is good or bad, appropriate or inappropriate. They will play the same game time and again and will never get tired of it. They will continue to play it on a daily basis for months without feeling bored. They make something and

then remove it, make it again and remove it once again and this will continue to do it for months. They would listen the same story from their grandmas over and over again and if they remember the story in distorted form will keep on repeating in front of others. If they are repeated a good sentence in a story several times, they will feel happy whenever the sentence will be repeated. They will be happier if the sentence is made bigger with every repetition. Novelty in repetition adds to their delight.

The deep interest in repetition helps young kids in learning new things and acquiring knowledge about the unknown. Everything that they repeat a few times, get etched in their minds and the exercises that they repeat over and over again give them dexterity and skillfulness. Many a times these things become parts of their daily life and are reflected in their personalities.

Whatever kids learn, they learn through repetition and reiteration. They gain dexterity and skillfulness through it and as they don't get tired doing the very same thing over and over again, this is emphasized so much in schools now a days. When it comes to mathematics, they are taught numbers and multiplications through it and they are practiced whatever formula they are taught. This helps them solving mathematical problems correctly and with agility. When it comes to languages, they are asked to repeat everything that they have learnt. Thus they gain dexterity in learning different languages. Dexterity in pronunciation, articulation, dictation, memorizing by heart and rhyming can be gained only through repetition. Dexterity in calligraphy, art, craft, expertise in different subjects, drawing maps can be gained only by doing things again and again. Remembering the names of important personalities, incidents, historic occasions, memorizing Quran, learning qira'at , memorizing azkar, duas and surahs is possible only when opportunity for repetition is made available to do them in abundance.

Following aspects should be kept in mind in this regard:

- Young kids wittingly or unwittingly repeat things and they love it immensely. However, as they grow, the interest in this repetitive exercise gets diminished. As kids grow, they tend to take interest in memorizing and repeating those things whose meaning or usefulness they are able to understand. Therefore, before they are asked to memorize something they need to be told their meaning first.
- Till the age of ten or eleven, emphasis should be put on exercise, more exercise and vocal repetition. Nonetheless, as they grow, the role of repetition and verbal memorization too comes down. There should be more emphasis on thinking and understanding issues rather than verbal repetition.
- If some novelty is mixed in repetition and copying, then it will have added pleasure. Too much monotony can create boredom, dullness and ennui among children.
- In their innocence, kids perform many undesired activities and utter objectionable sentences too. Similarly, they get involved in bad habits as well. Efforts should be made to remove them from bad company and cleanse the surrounding.

Sports

Children are fond of sports. They play games with great enthusiasm, eagerness and passion. Probably there is nothing in this entire world that is more close to them than their games and sports. They don't even feel concerned about them when they play with their pals. They always feel busy while playing. Whether they feel hungry, it is hot or cold, they don't feel concerned at all, when they are busy playing. Their games are not confined to any place or occasion, every place is playground for them and every time is right time for them. They play games all the time

and everywhere. They start playing as soon as they come out of class or coming out of bed. Displeasure of parents, disapproval of teachers, irritation of friends and classmates cannot keep them away from their games. They will face all the criticism and will continue to play.

They cannot sit idle. Sitting idle is the sign of illness or being dull and stupid. Rushing, hurrying, running, making or breaking something are all the parts of childhood and signs of health, intelligence and life. The kids who are devoid of these things and don't get such opportunities, they are not children but old people. These are their birth rights and they cannot be deprived of these rights.

Kids feel and experience true happiness in their sports and games. They don't ask anything more than some friends and sports materials to play with them. When they have both, it seems all of their dreams have come true and desires fulfilled. Their faces reflect the deep happiness that accrue from it. While they feel extreme happiness, the people watching them too feel the joy and excitement that the kids derive from such exercises. Their extreme love and affection towards sports suggest that playing games is a natural desire and instinct and that it should be fulfilled in legal boundaries. The people who deprive kids from sports and games that they love, actually suppress a natural instinct that should have been allowed to grow and develop. Sports are necessary for positive mental and physical growth of children.

Why do kids play?

There are multiple views on the issue:

1- Kids are able to emit excessive energies from their bodies through sports. There is immense amount of power among kids compared to their age and size. They don't need to divert this energy in serious work as all their needs are fulfilled and taken care of by their parents. They are busy enjoying the life and have no

concern as to what is going to happen tomorrow. Therefore, they use all this excessive energy in games and sports. If they don't do it, this excessive energy may harm them, the same way as excessive steam can harm a steam engine.

2- Through sports and games, kids prepare themselves for future responsibilities. While playing with dolls, girls are able to understand the household responsibilities, boys are able to learn about different other responsibilities that they will have to fulfill in the future.

3- Through sports, children are able to repeat those phases of development through which the human race has reached its present form. Their running around, jumping, following other kids, hiking, fishing and making homes with the help of clay bring forth the memories of the past human generations. Through these games and sports, they gain experiences and expertise.

4- Kids have their own problems and issues. Many of their instincts and emotions are usually not fulfilled. Their emotions are also hurt on regular basis. To get rid of these issues, they want to play games and save themselves from the boredom and dullness of the life.

5- There are feelings of envy, jealousy and competitiveness among kids. As sports provide them opportunities to express them, they can satisfy these instincts through games without hurting anyone.

6- Sports also reflect the constructive and reformative activities of children. They are forced by their nature and they cannot sit idle. They want to do something or the other all the time. Sports fulfill this natural desire to a great extent.

7- Different stages of growth and development make different demands from bodies and minds. Diverse

games at different times fulfill this urge and demand. Therefore kids take to different sports.

These are different justifications of psychologists regarding children's interest in sports and recreation. We don't need to agree completely with all of these justifications. Nonetheless, we cannot disagree from the fact that sports are of paramount importance in development and growth of children.

Different types of games

Kids play different games. What sorts of toys will attract kids and what types of games they will play, largely depends on their age, sex, temperament, nature, surroundings, weather and resources. Very young kids love to play alone. When they grow up, they love to play in teams and form groups. While toddlers feel immense love and joy in imitative games, youths love competitive games. If boys love playing cricket, girls prefer playing with their dolls. Physically weak boys love homely sports while physically fit boys prefer playing tough games.. Intelligent kids are more interested in sports, they play in teams or intelligent games. Mentally weak or unintelligent kids stay far away from sports or play with younger kids. There are variety among urban kids' sports while there is a sort of monotony among rural kids and their games. Kids play indoor games during rains and when rains stop they want to swim. They love going to picnic during winter season and prefer playing games like hide and seek during spring.

Here we discuss different games and sports according to different ages:

1- Playing with their own bodies:

The very initial games for infants are all associated with their bodies. They start crying and moving their hands and feet merely days after their birth. These movements

help their muscles and limbs grow. Later, they start crawling, sitting, standing and begin learning to walk. Consequent to these struggles, they slowly gain control of their bodies and their limbs. The young kids should be given complete freedom to move their hands and feet and take control of their bodies. The people, who, out of their love and affection, habituate their kids to remain in their laps, make a complete blunder. This causes the growth of children to stop and their limbs become weak.

2-Playing with things

After taking control of their body to a certain extent, infants start playing with those things that they find around them. They also start making different unintelligible voices too. They will touch everything that will come in their hands. They will lift it, put in their mouth, break it, throw it away or will try to make different sound from it. If they find a hole, they will put their fingers in it, and use their nails to dig into it as much as they can. With such activities, they unconsciously gain insight about different things' shape, size, weight, taste, colour and different other aspects. At this stage, infants should be given colourful, moving toys made of rubber and plastic. They can also be given empty boxes that have solid colour. This will ensure that the colour cannot be removed by putting them in mud or water. It should also be ensured that they are given toys that cannot be broken easily or get soiled fast. Those things must be kept out of the reach of children that can harm them or there is fear that they can be easily broken. Pots and utensils made of glass or ceramic or porcelain, watches, glasses, pens and other similar items should always be kept beyond their reach. Some kids of this age develop habits like eating coal, soil, ash or playing with their own excrement, should be kept under close watch.

Nonetheless, parents and guardians shouldn't get scared or disappointed by their games of making and breaking things nor they should impose too many

restrictions. It is due to the fact that this is the first step towards construction. This helps them to slowly start joining things and making new items. They start making small homes and small earthen pots. Schools too can help kids to improve their constructive capabilities by training them in making toys of paper, cardboard, plastic and wood blocks and providing them educational aid of different kinds.

3- Playing in teams

Till four or five years of age, kids either play alone or sit with other kids and play with their individual toys separately. There is not much difference in boys or girls' games too. Nonetheless, after this stage, they start playing in teams and groups. Boys start in their owns teams of fellow boys and girls play in their own group. Now these kids will come together and make noises, shout together and make unintelligent sounds. They will also speak meaningless sentences or try rhymes that may not make much sense to elders. They will also marry, organize different parties, run around the house, play hide and seek, run behind animals and birds, tease them as much as they can, try to take ride on household animals or wander around in the house or nearby places. These are usually their most favourite games.

Initially, they have small team. They do this to ensure that everyone get enough opportunity to play his role and show what he knows best. At the beginning of this stage, they usually want to avoid competitive games as they don't want to end up losing. If, despite all their efforts, they have to compete, they become garrulous or start crying when lose the competition. They can also resort to cheating or deceitful antics merely to win the competition. This is the period when special attention needs to be paid to children. Nonetheless, gradually, effort should be made to develop sportsman spirit among them. They should be persuaded to play their game honestly despite worrying about winning or

losing. Initially they should be asked to play those games where they need to play in teams and there is not much scope of competition. This may include games where every kid has a distinct character. A kid performs as a doctor, other as a patient, another as doctor's assistant. Some kids perform as guests while others take care of them as hosts. Gradually, kids start taking interest in competitive games and after some beatings and losses become expert in rules and regulations of the games and start following the captain's instructions. Initially, they can be asked to play games like chair running, spoon running, snatching handkerchief and other innocent games. From nine to twelve years of age, the kids can be asked to play games like long jump, racing, running, sprinting, cricket, football, wrestling etc. They should be taken to picnics in this age. Efforts should be made to inculcate the spirit of supporting and helping the weak and the vulnerable. To create this emotion in their hearts, they should be asked to adopt pet animals, plant trees, take care of young siblings. This helps them avoid infighting, trouble innocent animals, oppressing the weak etc.

When the same kids enter adulthood, their sports become more organized, orderly and structured. The spirit of fighting and competitiveness also goes up. Their sports are no longer merely shouting and fights, there is far more action than sound. They launch their permanent clubs and teams and become regular part of these teams. Now they are always thinking of how to beat bigger and better teams, face tougher challengers and give them a good and spirited fight. Their aims get bigger and more daring. They start planning to go picnicking far away from their homes in the company of their friends and pals. At this stage, they also start taking deep interest in mind games or rather psychologically manipulative activities and other games that need lots of expertise. Now the kids should be allowed to play football, volleyball, ringball, badminton, ping pong, cricket, swimming, cycling, gymnastics and other

physically challenging games. They should also be allowed to compete in these games at high level. Girls should be allowed to play home picnic, indoor games and light exercises. Gradually kids should be allowed to gain expertise in different games, create sportsmanship among them and they should be habituated to play such games. This will ensure that they have excellent health and that their time is well spent in useful activities.

Sports, work and forced work

To understand the three and find out the difference between them we will have to ponder over the following three examples:

1- A young girl is preparing a dress for her dolls and she is busy stitching the dress. Or she is holding the marriage party for her favourite doll and is preparing a feast for the wedding guests.

2- The same girl has gone to school. There are special classes to teach kids stitching and cooking and gain expertise in the two. She is busy stitching during the stitching period and cooking during class meant to teach cooking.

3- The same girl was playing with her dolls. While she was playing and her friend was sitting with her taking a look at the new dresses that she had brought for the dolls, her mother comes and orders her to cook in the kitchen or mend her younger brother's pajama. Now she is busy either preparing food or mending the pajamas.

In all the above examples, the activities are the same, stitching and preparing food. Nonetheless, in the three situations when she is busy, her mental status is diametrically different. It is no longer same despite doing precisely the same thing. The difference in mental and emotional conditions is due to the fact that in the first instance it is sports and leisure for her, in the second

instance it is work and in the third instance it is forced work.

With the three examples, we can comprehend well that activities like work, play and forced work don't really depend on the sort of activity being undertaken, but on the state of mind that this activity creates in its wake.

Sports/ Game: Is that vocation or hobby that creates natural interest, concentration, freedom, liberty and happiness.

Work: Is that activity where attention and interest is intentional or rather forced. There is no real or natural interest in it and it comes with limited freedom. This activity needs to be undertaken in a certain style and there is no guarantee that it will cause happiness and excitement.

Forced work: this is an activity that is usually imposed on others despite this person's no apparent interest in it. And this person needs to undertake it against his own interest or fascination.

Sport is something that is an end in itself. On the contrary, work is not an end in itself, but is a source of intentional and purposeful pursuit that needs to have full concentration of the person undertaking it. In case of forced labour, a person needs to become an instrument of other in fulfilling some task. In many instances, in case of forced labour, the good is not in sight and a person is actually forced to do it, whether he loves or hates it.

These characteristics, many a times, make even sport look like work or even forced labour and turn work into game and sports. A kid may love to attend sports period in his school out of his own interest and thus this game in school is really game for him. Some other child may join it as he believes it will ensure good health for him or will be able to spend more time with his friends. His game becomes a sort of work for him. There is another kid who has no interest in such games. Nonetheless, as he has to join in due to discipline, the same game becomes a sort of

forced labour for him. Similarly, extra pressure and harshness of sports teacher usually turn a very attractive game into sort of forced labour.

On the contrary, if sportsmanship is ignited among children, their interests and attractions are kept in mind and there are minimal extra pressure and limitation, kids will take sports as sports and not forced labour. In this scenario, they will participate in games and sports with their full attention and interest and they will be saved from those negative impressions that extra harshness or pressure might have made on their personalities.

Education through sports

Young kids are especially very fond of sports. They fear work and they cannot stand forced labour. On the contrary, they participate in games with their full attention and gusto. Except games, nothing really interests them. Sport is not just the most favoured pastime of kids, it is also a sign of life, guarantor of their health and wellbeing, supporter in their growth and most effective means of education and training. The formal education to them is sort of forced labour for them and they detest it badly. They abhor boring and dry activities like reading and writing and thus they take part in it when completely forced. This is the reason that emphasis is laid on providing education to such kids through sports and creating sportsmanship and interest in different activities of schools. This doesn't mean that kids are made habituated to play and sports alone. The very young students should be given maximum opportunity to play game and make sports the source of their education and discipline. Efforts should be made to create sports spirit in usual work and so gradually they are accustomed to hard work, concentration and attentiveness. The goal is education and sport is merely a source of achieving the goal.

Benefits of sports

Sports provide true happiness to kids, they forget their pain, their discomforts and problems. This keeps them cheerful and satisfies their emotions. Overall, this helps in providing synchronized and balanced growth to them and helps develop their personality. Sports benefit children in the following ways:

1-Physical benefits:

You need to move your bodies immensely during games and tough physical exercise is needed in course of physical games. This improves breathing, flow of blood, digestive system and provides control on body and limbs. All parts of body work function well, produces energy in the body for hard work and improves immunity to face ailments. This takes care of health, improves it and supports growth and development of a child.

2-Emotional benefits

While playing different games, children have to face different circumstances and come in contact with different friends and pals. They need to tackle different circumstances, take timely decisions and then take initiatives too. These opportunities provide them useful information about their surroundings and different things. Making and breaking of toys, making different things with the help of plastic, board blocks and imitation games improves their imaginative and creative abilities. They get opportunities to take stock of their capabilities, judge their own potential, get disciplined in attention and concentration. It also adds to their experiences and observations. In the real world, many instincts and natural interests of children are left unfulfilled. Apparently, this creates mental and emotional tension in their young minds. While playing different games, they are able to fulfill these

instincts and interests and therefore they are saved from tension and gain mental peace.

3-Social benefits

Through collective games, kids get trained in cooperation and sympathy with fellow children, following order and discipline, moderation in competition and contest, leading and following, opposing discrimination and prejudice and waiting for one's turn or inning rather patiently. They also respect their friends and classmates. Through organized games, they also come to sacrifice and limit their own freedom for the sake of others and sacrifice their interests and benefits for the collective good.

4-Moral benefits

Sports help inculcate many moral qualities including perseverance, resolve, determination, self confidence, faithfulness, loyalty and obedience.

Therefore, sports help immensely in synchronized and harmonious growth of children. This helps nourish a complete personality. Nonetheless, if instead of these attributes and traits, only sports are made the main goal, these qualities will be visible in the playground alone. There is no certainty that these characteristics will be demonstrated in other departments too. Therefore, it is of paramount importance that sport is taken merely a mean and through sportsmanship these traits are inculcated and nourished among children.

These are some important instincts and natural attractions. Every effort should be made to provide a harmonious, synchronized growth and develop a balanced personality. Repressing and subjugating them or trying to direct them in wrong direction will negatively impact children and their personalities. This may create immoral or even criminal tendencies among them. These aspects must be kept in mind while trying to educate them.

Chapter 12

Upbringing of Children

Upbringing means rearing of children, their nurturing and development. In broader sense, it denotes embellishing the personality and character. The main aim and objective of upbringing is to equip a child with those qualities and traits that are essential for his success in this life and Hereafter. This is a huge task and needs all out efforts, patience, perseverance and determination. It demands the parents or guardians to gradually do the following things:

1- They will need to inculcate a philosophy, way of life and the level of selection and choice that is consistent with their very cause of birth. They will have to teach the child to think, choose a concept of life and a yardstick to decide good and bad based on how the pious slaves of Allah do it.

2- They will have to provide children high imagination, clear vision, unambiguous thought process, lucid argument, right ideas, firm beliefs and strong conviction. These are the foundations of strong personality and character.

3- Synergy and harmony needs to be created between their instincts, emotions and leanings.

4- Their shortcomings and weaknesses will need to be taken care of very patiently. They will have to be taught self confidence. The sense of repentance should also be inculcated among them.

5- It takes constant efforts and loads of patience to inculcate good habits and give up bad habits among children.

6- Kids need to be taught good social etiquette with immense amount of love and affection.

7- They will have to be provided enough opportunities based on their natural abilities, aptitude and talents to develop their personalities. This will help their traits bloom and their personalities to develop. Such opportunities also provide practical training to kids.

We have already discussed in detail about important aspects of instincts and emotions. Here are some details about guidance regarding natural desires:

Fundamental emotions and guidance

Every man and woman wants that:

He/ she has a good life and is able to eat and dress well.

He/ she and his/her honour are safe and respected.

He/ she is loved and respected by all. He/ she also wants to be appreciated for his/her good work.

That he/she gets the love of his/her life, marry and have kids (These feelings develop when a child enters adulthood).

Takes care of family members, weak, elderly and disabled people (This is found in few people).

Dominate over others. Desires that younger and weaker people follow his/her orders, listen his/her commands and respect him/her.

Follow the leaders, respect them and abide by their orders.

Get friendship, companionship and sympathy from his/her friends who belong to the same sex.

Own things that remain in his/her possession without anyone else's interference.

Give himself/ herself up to someone, seek His pleasure and ask for support from Him when in trouble.

As these desires are found among people due to their natural instincts and emotions, these are often very strong. People accrue great satisfaction and pleasure when these desires and instincts are fulfilled. Therefore, people take immense interest in ensuring their fulfillment. If these desires are fulfilled and emotions satisfied, he/she lives peacefully, remains content and feels tranquility, serenity and emotional calm. It also helps in the growth of a balanced personality. On the contrary, if there are opposition in the fulfillment of these desires, he/she feels at a loss, looks depressed, disheartened, unhappy and miserable. This ensures that he/she never has a balanced personality.

There are different ways and means to fulfill these desires. Some means are desired, preferred and lawful, while others are undesirable, objectionable and unwanted. Naturally, everyone prefers to fulfill his desires through desirable and legal means. Conscience abhors taking illegal and objectionable means to fulfill one's desires. Nonetheless, when desires and yearnings look impossible to be met through legal means, then the thought of taking illegal routes start creeping in his mind. It creates a mental confusion and chaos in his mind. While his desires want him to do certain things to fulfill them, his conscience refuses and asks him to fulfill desires through legal and desirable means. Everyone confronts such struggles multiple times in a day. On such occasions, guidance, experiences, wisdom, determination, resolve, beliefs come into play. The person is able to face such thoughts of taking to illegal means to fulfill his desires according to the power of such values that were steeped in his minds by his parents, guardians and teachers. If it is able to beat and defeat such evil thoughts, he ends up successful and if not, then he loses face and become embroiled in a web of evil, wickedness and immorality.

Such emotions are particularly very strong among kids. They want immediate gratification and fulfillment of their

desires. As they are innocent and cannot differentiate between good and bad and have not much wisdom and willpower, there is every chance of them ending up on losing side. A kid, when he is not able to fulfill his desires, he takes to undesirable means to fulfill them. The joy and excitement that he thus gets propels him to repeat it again and again. When he does it repeatedly, it becomes a habit and habits become a sort of instincts and remain with the person for the rest of life. It is really very tough to get rid of a bad habit when it becomes habituated to do it.

Guiding the emotions

These are natural desires and are found in every person. These desires exert immense pressure for fulfillment. When these desires cannot be fulfilled through legal means, there is fear of taking up illegitimate means for their realization.

In case of non-fulfillment of these desires, there is mental and emotional distress that has adverse impact on the personality. Therefore, in order to develop a complete personality and keep kids far away from immoral and undesirable activities, it is imperative that their legal desires are fulfilled to the maximum possible extent.

If there are impediments in fulfillment of some desires due to multiple reasons including it being too expensive, non availability or if guardian believes that it is not appropriate to provide it at this stage, then the child should be told the reason sincerely. If there is any possibility of providing any alternative on its place, he should be provided that. It is hoped that the child will be satisfied with the alternative. He shouldn't be either punished or pressurized, otherwise there are dangers of him taking to undesirable routes to fulfill the desire. Consequently, he may also start hating you as well.

Kids should be clearly told that all desires cannot be fulfilled in this world, nor is there a possibility of fulfilling

all desires all the time. It will be possible only in the Heaven. There are multiple impediments in fulfilling our desire and needs here. Respecting them is in our own interest and if one cannot control his desires, it badly hurts people and sometimes he goes to the lowest to fulfill them. In such condition, there is no difference left between man and an animal. Therefore, controlling desires and conscience is very important. Obligatory and nafl prayers, particularly fasting are the most important sources for slef-control. The kids who come of age, should be asked to delay gratification of their desires that can easily be fulfilled. For example, if they feel thirsty while in the class, they should be asked to go and drink water only when the class is over. They may like to buy sweets in the recess in school, but they should be asked to buy oranges and not sweets. Kids should be asked to control their desires gradually and according to their age and ability. They will learn it gradually and there wouldn't be any negative impact of it on their character. These can also be done in the form of competition where students are asked to compete.

There shouldn't be much obstruction in the way of fulfilling kids' desires. On the contrary, they should be asked to control it gradually. For example, when you go to market and the kid is with you, you buy him something. He wants to eat everything immediately. But you don't approve of eating while standing on the road. You should explain to your kid that it is not appropriate to eat on the road and should control himself for a little while. Nonetheless, initially he should not be made to wait and suffer very long, as his heart will be thinking of it till he finally gets it. Make sure to take him to some place at the earliest so he is able to fulfill his desire. Gradually ask him to share with his siblings and inform him while buying something that everyone will have a share in it. Later, start skipping a day in between and increase the gap as he grows. Slowly, kids will start to control their desires.

Every person has some desires. These desires must be fulfilled within their limit. Self control doesn't mean that one takes to monkhood. Being slave of one's desires and making desire one's God is wrong. Efforts should be made that desires are always under the control of soul and that these desires are fulfilled legally and through lawful means. Completely suppressing and curbing the desires is against nature and many a times it has very regrettable consequences.

Desires of fulfilling hunger, saving one's life, boasting, dominating others and ownership are very strong. Humans cross every limit to fulfill these desires. If such desires are not controlled, there are fears that it may lead people astray. Many immoral, corrupt and depraved habits take root merely due to this reason. This is also usually behind evils like lying, stealing, backbiting, bad mouthing, viciousness, greed, insatiability, trickery, willfulness, exploitation, hoarding, usury, licentiousness, decadence. On the contrary, the same instincts and desires make humans to struggle hard for achieving great goals. All the great works done by humans in the entire history of mankind have these very same emotions behind them. Therefore, it is of paramount importance to train humans in emotional management and efforts should be made to direct them in the right direction instead of suppressing them.

For example:

1- Interest and inclination of kids in eating, drinking, dressing, sports, is kept in mind to the maximum possible extent. If parents are unable to fulfill some of their desires due to financial or other constraints, they should be told about it and explained with kindness and affection. They shouldn't be put to test more than what they can bear nor should they be imposed excessive restrictions.

2- The fear of death is born among the kids due to imitation of their elders. We should have firm belief

about it in our own hearts and try to make kids understand that life, death and providence of provisions is completely in the hands of Allah. To make them understand it, parents should take help from historic stories, narrations and historic incidents. Parents, guardians and teachers should also provide it through their own conduct.

3- The natural emotions of shyness, bashfulness, coyness and repentance should not be allowed to die or get weakened. These should be kept alive to the maximum possible level. These are those arms that prove of immense help while fighting the adverse circumstances. Scolding in front of others, excessive reprimands, beating and insults cause the death or at least weakening of these emotions.

4- Kids should have a small space of their own where they can keep their stuff safe and secure. They should be advised to spend their pocket money wisely and sometimes buy some gifts for others, with the money thus saved. Occasionally, the kids should also be asked to help the needy and be involved in charity work.

5- When they grow up slightly, they should be given the responsibility of their younger siblings, pets or domestic animals. At the beginning of their adulthood, they should be kept busy in some light and interesting activities. They should be saved from bad company, going to theatres for watching movies and porn literature. They should be provided good company, interesting and useful literature, social and historic novels, biographies of prophets, reformers and great historic personalities. They should also be allowed to take active interest and gain expertise in art, craft, handicraft, sewing and stitching.

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Chapter 13

Parents and Training

Save yourself and your family members from hellfire.
(Surah Al Tahrim 6)

Remember, all of you are responsible and you will be held responsible and questioned about those who were under your responsibility. *(Sahih Bukhari)*

Parents have immense amount of influence over their wards and they play a major role in their success or failure. This is due to the fact that these are the people who put colour in their personalities. Like their physical resemblance, they also make profound impact on their kids' character, temperament, belief, faith, emotions and leanings. Whatever the kids learn from their parents, particularly from their mother during the infancy, remain etched in their minds and is reflected in their personalities. Therefore the biggest responsibility of providing education and training of their kids lie with them and they will be directly held responsible about them.

Responsibilities:

Parents need to:

Voice *Azan* in both the ears of the kid after getting him cleaned following childbirth. They should give him a good name and perform *aqiqah* on the seventh day of his birth. They should rear him with immense love, affection and care, raise him with lawful income and resources, provide him ample opportunities to be happy and cheerful and teach him etiquette affectionately. When he is five or six years of age, they should give him under the tutelage of a loving and affectionate teacher. They should create a schedule for him

regarding his food, drink, play, taking bath and others that may be helpful in child's growth. Gradually, habituate him in these things. When he is seven years old, ask him to start offering namaz. At ten years of age, give him a separate bed of his own and from twelve years of age, start keeping a close watch on his actions, habits. Try to find out the reasons if he makes mistakes or commits some offense. Usually keep a friendly and loving behaviour with the child and forgive him for small offenses and mistakes. If you have to punish, do it when it is unavoidable, nonetheless compensate the punishment with your loving, and affectionate behaviour soon after. When he grows up, give him martial training and teach him to face hardship and enemy with determination, patience and courage. Boys should be given training in some lawful and honourable profession, while girl should be provided training in household work and management. Marry them off soon after they have achieved adulthood.

Upbringing

In case of good upbringing of children, the following aspects need to be kept in mind:

- Try to make the environment of the house as much pious as possible. Keep the house free from tension, worries and conflicts. Try to pamper kids as much as possible and fulfill their legitimate demands.
- Don't keep them like dolls and don't spoil them with excessive pampering.
- To instill confidence among them, try to give complete responsibility of their own affairs, including taking care of their clothes, books and other articles of daily use.
- While you should love them immensely, please call them by their proper names. Please don't distort their names.

- Address them in the best possible way and greet them first.
- Parents should neither fight in front of kids, nor should they complain about the other in front of kids.
- Don't get intimate in front of them thinking they are too young to understand. First of all it is immodest and shamelessness and also it destroys your awe in the eyes of kids. Besides it can create sexual tendencies among kids very early.
- Parents, through their conduct, should make kids believe that they take care of each other and their children immensely, respect each other and concerned about the well-being of each other.
- Don't allow to develop jealousy and rivalry among kids. Treat all of them equally and shower love and affection equally upon all of them. Don't treat one kids or the other more generously in providing clothes, food and other articles of needs. Don't compare one with the other and never use one's success to shame the other.
- Ask them to live together with love and affection, play together and take care of each other. Ensure to give them enough opportunities in this regard as well. Try to bring truce whenever they fight.
- Make some rules and regulations regarding their going out of house, using household items, keeping them back on the right place after use and doing things on appointed time.
- Both parents should ask children to take care of their parents, obey and serve them. Mother should ask kids to take care of father and father should ask them to be respectful and attentive towards the mother.
- Don't get annoyed on their play, don't poke your nose in their games nor use force or give physical punishment.
- Forgive them on their mistakes, show kindness and bigheartedness.

- Never feel hopeless about their reform, improvement and change and don't try to show your exasperation about them. If you have to ever punish them, do it in loneliness when none of their friends and siblings is privy to it.
- Provide them opportunities to meet and mingle with their friends, though try to gather information about them and their habits.
- Respect their friends and pals too, ask kids to invite them home and let them host their friends.
- Never punish them in front of their friends nor insult them before them.
- Don't enumerate your kids' shortcomings before guests, but talk about their qualities and capabilities.
- Impose light responsibilities of home and praise them when they fulfill responsibilities with care.
- Praise them openly over their accomplishments and gradually make them adapt to hard work and simplicity. Don't try to punish them with forced labour. On the contrary, create novelty in everyday tasks too.
- Always try to know their mental condition before asking them to do something. It will ensure that there is no hope of disobedience from them. Don't ask them to do something repeatedly. Whenever you ask them to do something, do it authoritatively. You shouldn't seem undecided or ambivalent.
- If they commit some mistakes or were punished for some mistakes in the past, don't remind it to them, nor allow their siblings or others to do it.
- Allow them to discuss different issues openly and try to provide sufficient answers of their questions.
- Try to seek their suggestions in issues related to them and allow them to take decision under your guidance.
- Occasionally take them to relatives and friends while going there and seek kids' increased participation in parties you have hosted.

- Also allow them to enjoy festivals and other big parties as per their age and abilities.
- Try to actively participate in social causes and prod them others to do the same. Your involvement in charitable cause will provoke them to copy and imitate you.
- Allow them to bring provisions of daily use under your watch and spend money as well. Teach them social, moral etiquette and recount historic and moral stories and provide them other guidance.
- Try to accustom them to apologize when they make mistakes or thank others over favour and beneficence.
- Teach them special *azkar* for different occasions and start following them yourself.
- Teach them to name prophets, reformers and companions of the Prophet respectfully.

All this will happen only when you will lead by example. Children are more influenced by practical performances of their elders than verbal admonition and exhortation and these impressions remain etched in their minds for the rest of their lives. Lastly, but most importantly, try to seek Allah's guidance and support for your success and the success of your family and children. Shed tears before Him in prayers.

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Chapter 14

Guardian and Fundamental Rules of Upbringing

If parents find themselves incapable or unable to provide guidance and right upbringing to their kids, they should be given under the tutelage of some capable guardian. Nonetheless, a guardian can do justice with the upbringing of the children only when he is a true substitute of parents. It is due to the fact that kids feel the influence of only the following people:

A- Who they feel is their patron and benefactor and they have firsthand experience of his beneficence, benevolence and kindness.

B- Who has natural affinity with kids.

C- Who has a cheerful temperament and gives freedom to kids to pursue their hobbies and interests.

D- With whom children feel safe, secure and protected and in whose company kids feel joyous and happy.

E- Who praises and commends kids over good deeds and decent performances and is very careful in criticizing them.

F- Who can have their confidence and fulfill the promises that he makes.

G- Who listens to their innocent issues and small problems with utmost care and help them solve the issues.

H- Who is patient, tolerant and forgives their small mistakes.

I- Who takes care of children's self respect and self-esteem.

J- Who himself is responsible, dependable and trustworthy and who can also keep his emotions under check.

K- Whose works and deeds are in harmony.

Till the time a guardian doesn't possess all the above qualities, he cannot perform the task assigned to him. In the otherwise case, he will neither be a good guardian nor a good teacher.

Behaviour of the guardian

In order to perform his duty with full responsibility, a guardian needs to improve his behaviour.

He will have to create emotions like love, affection, sympathy, compassion and understanding for the kid in his heart.

He will have to improve his shortcomings, failings and faults and try to compensate it with understanding and support.

He will have to create a true sense of reform for the kid and along with utmost effort, he will seek the help of the Creator.

Will have to keep the feeling of desperation and hopelessness away from himself and kid too. A kid is a kid and keeping very high hope and expectations from kid at such a young age is not recommended. If the guardian does so, he may have to suffer from desperation. Kids will continue to make mistakes and if you start having sky-high expectations, you will have to suffer heartburns and disappointments.

A guardian needs to use positive attitude towards kids to the maximum possible extent. A kid grows into what he is thought to be. Nonetheless, it doesn't mean negligence from taking precautionary measures and not keeping him

under watch. What is unwanted and harmful is nosiness, prying and snooping.

Parents and teachers should always take care of kid's self-esteem and self respect and avoid laughing at him, censuring, reproaching, blaming or condemning.

Will have to take the role of a reformer instead of an oppressive ruler. This means that instead of feeling content by doling out punishment for past mistakes, the guardian will have to find out the real causes and instigation and then finding out how to get rid of those bad habits. This will ensure that kids don't commit those mistakes in the future. Kids need to be patiently persuaded to repent and never to commit the very same mistakes in the future.

A guardian first needs to educate himself and instill those traits in his own personality that he wants a kid to instill before asking the child to do. If he does the opposite, such efforts will never bear fruits.

Means of training

1- A chart needs to be prepared about kids' virtues and their shortcomings after comprehensively analyzing their practical, moral, intellectual and physical conditions.

2- Important information should be collected about kids' age, family conditions, family members, their conduct with kids, social environment, character of their friends, their interests and hobbies.

3- After collecting the aforementioned information, important traits and shortcomings of kids should be taken into account and efforts should be made to embellish their good traits and remove their shortcomings.

4- There are some real causes and effects behind shortcomings. Besides, there are some real handicaps. These inadequacies should be analyzed carefully and then a strategy should be prepared to remove them.

This will ensure that the correction or reform are long lasting and based on solid foundations.

5- Kids should be appreciated for their good habits and accomplishments and informed about their shortcomings. But this should be done in seclusion. He should be told about ways and means to amend and overcome those shortcomings while strengthening their self confidence and resolve.

6- It is more sensible to point out a child's shortcomings indirectly through other students or people's examples. Sharp and intelligent kids are more impressed through it and the goal is achieved more easily.

7- Kid shouldn't be criticized and condemned before others. He shouldn't be either criticized or his shortcomings enumerated before others. Instead of reform, it may make him more insistent on his bad habits and shortcomings.

8- Kids should only be praised in front of others and their achievements appreciated. This creates self confidence among them and strengthens resolve to get rid of shortcomings and bad habits.

9- In order to inculcate moral values and good habits and keep them away from unwanted and bad habits, they should be provided with enough opportunities of sports, games, extracurricular activities and participation in club and students associations according to their age.

10- They should be provided opportunities to be playful and childish and ignore their mistakes caused by their innocence. If they made some mistake, it shouldn't be recounted again and again.

11- Kids younger than twelve years of age are pissed off by dry lessons, exhortations and long lectures. Sometimes, it may have counterproductive repercussions. This should be kept in mind.

12- Instead of lecturing them on social and moral issues, they should be taught practically through leading them by example. You should present them a good example to emulate.

13- Moral values, narrations and stories about prophets, reformers and other renowned personalities of the past should be made interesting and attractive for kids.

14- They should be made to believe in optimism and great future. Efforts should be made that hopelessness doesn't come close to them.

15- Difference between a cruel ruler and loving reformer should be kept in mind while treating children. Their actions should be measured through their own standards and not the standards of the grown up men and women.

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Chapter 15

Habits and Practices

If we analyze our character, we will find it to be a huge heap of habits. Some of these habits and practices are welcome, good and acceptable, while many others may be bad. Our habits and practices are actually the reflection of our character and based on these habits, the tag of being good or bad is given.

What are habits?

To satisfy natural instincts and inherent nature, we start doing something or the other from our childhood. If we are able to accomplish some work in certain way and if it fulfills any of our basic wish, we tend to do the same thing with added ease if there are similar circumstances in the future. Thus, repeatedly doing the very same act time and again, we become adept at doing it. We also become habitual to do it. Repeatedly doing something in certain way over a period of time is called habit. Habits are not really natural, nonetheless as these habits are based on instincts, emotions or natural desire, so changing old habits is immensely difficult.

While instincts and emotions are of different kinds and are equally found among different people, as there are different ways to express them besides imitation, experience, training and differences of intelligence, these differ substantially from person to person. These different ways slowly take the shape of old habits. Therefore the difference between different people's character, personality and habits is rather huge.

Regarding habits, the following aspects should be kept in mind

These are not God gifted, natural or by birth. On the contrary, these are acquired. These habits are formed under the shadow of society over a period of time. At times, these habits are formed either under other people's impression or by one's own choice.

The best period to habituate and accustom some habit or remove some habit is childhood. This can be done till twelve or thirteen years of age. If this is not done by such age, it becomes very difficult and one needs strong resolve to accomplish it.

If you make habit to do something, the work is done without much of an effort. You don't need to put much pressure on your mind, make preparation or force yourself to do that.

Nonetheless, everything that is done repeatedly doesn't become a habit. Every habit requires the following features:

Motivation: You require motivation or readiness to do something. It is due to the fact that without this motivation, no one can do it first time, let alone becoming habitual to do it.

Good result: Feeling of happiness following completion of the task. This happiness will ensure that someone gets motivated to do it again and again.

Repetition: Doing the same work again and over again. It is due to the fact that without repetition you cannot gain dexterity.

If any of the above ingredients are missing, a habit cannot be developed. It is due to the fact that if there is no motivation to do something, or there is no positive outcome despite doing it or if it causes harm, or for that matter, if he is not able to do it repeatedly, a habit will not be developed. Therefore, many a times when someone is forced to do something without his consent, the habit doesn't develop

despite doing the very same task for years. When the foreign factor disappears, things are back to normal.

Benefits of habit

Good habits have following benefits:

- Good habits keep a person free from mental strains and depression. He doesn't have to fight himself over doing good task. There are many occasions throughout the day when the soul demands something, and a person's belief, humanity and civility demands something else. Fighting this war is very difficult and thus most people lose the battle. On the other hand, if someone has developed good habits, he faces such struggles from within very rarely and even if it happens sometimes, his discipline and habit ensures that he wins this battle hands down.
- Even during adverse conditions, a person who has developed certain habits over the years is easily able to accomplish them. This includes offering namaz on time despite hardships that he faces during journey, illness or due to the weather, spending on charity despite financial distress and helping others even if it means putting one's own life in danger.
- Those tasks that have turned into habits are done with exceptional swiftness, easily and with dexterity. It means having extra time to accomplish other tasks as well. These are performed well and one doesn't actually need much concentration or resources.
- Habits improve productivity and performance. It is due to the fact that those tasks that have developed into habits don't seem to be tiresome and one doesn't have to struggle to perform them. On the other hand, if one has to do something without habit, he has to struggle hard, work hard and feels tired soon after. For example if you have developed a habit to study for long hours or do something else, you can do it for hours without

feeling bored or tired. In the otherwise case, you will develop boredom, dullness and monotony.

- It allows multi-tasking as well. While performing those tasks that have become a habit, the mind can be used in other tasks as well. It is due to the fact that you don't need much concentration on that particular task and the task is done mechanically. For example, during sewing or stitching clothes, while the hands do their tasks, mind can think of good things, talk to someone or listen to other people. The people who make bidis, can be taught many things verbally and they can in fact learn while doing an entirely different thing.

Importance of habits in education and training

After analyzing the aforementioned benefits of habits, it can be safely said that there is immense importance of good habits in one's life. If efforts are made from childhood to habituate kids in good habits, then it becomes very easy to put someone on the pedestal of development. A child who has developed habits of eating, playing, sleeping and waking up on time, can spend time regularly on study and hard work, disciplined to follow etiquette, it will improve his health, character and personality and provide immense opportunities for development and growth. He will never complain about lack of time, opportunity and chance and will never have to force himself do his daily chores. Therefore, it is of paramount importance to make kids habituated in good and virtuous habits.

Methods of habituating in good habits

In order to accustom kids in good and welcome habits:

- Kids need to be told about that particular habit's significance and benefits through easy and understandable stories, fables, narrations, posters,

pictures, incidents, dialogues and biographies of prominent personalities.

- They should be told in clear and understandable words as to what is needed from them and what is the easiest way to accomplish it.
- Then an oath should be taken from the kid. If this oath is taken collectively from many kids or from an entire class, it will be better. The motivation should be strong so that the kid feels propelled to act.
- Later, opportunities should be provided to do the act over and over again.
- Efforts should be made for a particular period of time to do it regularly and repeatedly. Nonetheless, it should be kept in mind that it has children's consent and support. It will be even better to organize week-long campaigns for such activities.
- No opportunity should be given to transgress during this period of habituating. It needs close watch and timely action.
- If activities of doing and redoing the act are collective, it will be better and can be many times more effective. This is due to the fact that collective efforts provide more motivation, joy and ease than individual acts. In collective efforts, everyone motivates others. Islamic prayers are most effective due to the fact that they have been made obligatory to be offered in congregation at particular times throughout the day.
- An environment should be created where it becomes source of happiness to do the activity, where it is easy to do and difficult to abstain. There shouldn't be any example of transgression and indiscipline in this regard. The guardian, teacher or parents themselves follow those particular habit(s) and provide motivation to kids through their own examples.
- In order to instill habits, a comprehensive schedule is prepared where one motivates others. This includes

reciting Quran after Fajr prayers with the same ablution, brushing tooth during ablution etc.

It should be strictly observed that there is no off day when it comes to accustoming children in good habits. These should be done regularly without any off day or leave. If there is negligence in this regard, decadence creeps in and the good work of past is lost.

Good habits and practices

Keeping the aforementioned rules, kids should be accustomed in following habits and practices:

- Punctuality and regularity of cleanliness, particularly the cleanliness of body and body parts (taking bath, brushing tooth, washing hands, getting regular haircut and trimming nails). Cleanliness of dress, bed, articles of daily use, educational materials, classrooms, verandah, drains and keeping things in order.
- Proper method of cleaning oneself after going to toilet, and right use of toilet and bathroom.
- Early to bed and early to rise.
- Doing ablution properly and offering *namaz* with complete discipline.
- Keeping the time, particularly in case of prayers, recitation of Qur'an, attendance, sports, food, meetings, reading, exercise and physical training.
- Greeting with *salam*, and trying to initiate it, enquiring about other's well-being while meeting.
- Walking, sitting, standing, initiating conversation, eating, drinking and dressing etc in proper fashion.
- Speaking truth and showing honesty in different activities including sports, exams and in matters of money.
- Accepting one's fault with cheerfulness and apologizing when a mistake is made.
- Waiting for one's own turn in speaking, putting a question, answering or taking something.

- Performing assigned tasks with discipline and intentness.
- Working in groups and supporting each other.
- Apologizing while failing to keep a promise, or in case there was some obstruction in accomplishing the assigned task.
- Keeping articles to their assigned place after every use.
- Getting involved in charitable activities and trying to help the poor and infirm.
- Taking permission before going out and entering.
- Thanking others even when someone has done smallest favour to you.
- Addressing politely and referring someone's name respectfully.
- Keeping and following etiquette of all the times.
- Reciting *dhikr* of different times on their appointed time.

One important thing to keep in mind is the fact that if a conscious effort is not made to instill good habits among kids, they will take some other habits based on their own experiences and others' imitation. In such scenario, there is a fear that in the absence of good habits, bad and unwanted habits will take root making their personality unwelcome and undesirable to others.

Why kids are spoilt

After analyzing the spoilt kids, it is found that the beginning of spoiling begins from one or a few of the following reasons.

1-**Bad examples of parents or elders**: A kid is born out of his surroundings. He imitates wittingly or unwittingly other people surrounding him.

2-Strained relationship of their parents or elders: Infighting or strained relationship between parents and elders also corrupt kids. The daily bouts of fighting, complaints, criticism and grievances towards each other,

turn a happy house into hell. The kids who are brought up in such atmosphere and settings, get into different moral and psychological ailments. Even schools where teachers don't have good rapport among them turn into centres of corruption for children.

3-Ill-Treatment: Whether ill-treatment is by parents, teachers, siblings, friends or classmates, impacts child badly. This includes animosity, belittling, disparagement, mocking, derision, scorn, regular physical punishment, suspicion, mistrust, getting hopelessness from improvement and complaining before others.

4- Inferiority complex whether mental, physical or moral: When kids are taunted due to some lacunae, shortcomings or physical defect or imperfection, they develop some sort of inferiority complex. These also cause corruption among children.

5-Bad company: Bad company can corrupt any kid including those from respectable families as well.

6-Deprivation from friends, same age kids: While the bad company can corrupt a child, the lack of company and absence of kids of the same age can also corrupt them and create void in their personalities. Kids learn a lot from their friends while playing together. Having a good company is of paramount importance in development of a balanced personality.

7-Absence of leisurely pursuits and hobbies: Kids continue to create or destroy something or the other. If useful activities are not provided for them to keep them engaged, the free time when they have nothing to do can corrupt them.

8-Impediments and hurdles in fulfillment of their natural instincts in areas like food, sports, dress: When their desires are not met through legit means, they try to fulfill them through illegal and wrong means.

9-Excessive curiosity or desires to experiment: Some kids make mistakes also due to the fact that they

want to experiment even regarding those things that may be indecent or improper. They want to know as they want to be aware of those activities' outcome. Such experiments out of ignorance may also cause corruption.

10-Lack of self confidence and willpower: This is an important aspect of the childhood.

11-Desire to seek prominence or look older: Some kids get involved in indecent activities as they want to look prominent among their peers or look older than other kids. When they don't get a proper outlet to do that, they take wrong routes.

12-Absence of affection and proper pampering also cause corruption among kids.

13-Excess pampering; It is also a major cause of kids being spoilt.

14- Innocence: Lack of experience and inability to foresee the consequences.

15-Absence and lack of high moral values, great dreams for future, virtues and dearth of great objectives.

16- Shamelessness, immodesty, impertinence, brazenness.

17-Sensational, scandalous movies, detective novels, porn literature.

18-Atheism, heresy and increasing materialism among the young generation.

19-Defective system of education and mentoring: This usually causes corruption among the kids.

Due to the aforementioned reasons, the innocent kids who are gifted in our laps, many a times get into unwanted and even criminal activities before even reaching adulthood. Many of them take to such immoral, wicked and licentious activities whose mere mention is enough to bring shame to us. Are there any crimes that are not found among our youth? The reverence for parents and respect for teachers has become almost nonexistent while

connoisseurship and subtle emotions are hardly found. Our youths have become devoid of emotions like empathy, understanding and compassion. Bigheartedness, kindness and generosity don't seem to be anywhere anymore.

Treatment

While many people try to treat the corruption through punishment or through keeping very close watch on the kids, that involves forcing them to leave something completely. Most often, these measures flop. When a kid is severely punished for committing a mistake, he sometimes gives it up remembering the punishment that he had to endure. Similarly, when there is no opportunity to do the same act over and over again for a long period of time as he is very closely monitored and watched, his interest in it weakens. Nonetheless, it has also been observed that the kid becomes more adamant and resolute due to the severe punishment that he had been handed down. Similarly, when a kid is forcibly stopped from an old habit, he starts doing it more openly as and when he gets the opportunity. Therefore, we shouldn't trust this mode of treatment. There are different types and causes of corruption taking root among kids and one treatment apparently cannot cure all ailments.

We will have to reach the fundamental causes of corruption and effort should be made to remove them. If the foundation remains intact, the type of corruption might change, but it will not be completely cured. Herewith, we provide some advises to help you in this regard. These can be useful under all circumstances and you need to try them first before thinking of other corrective measures:

- If there is some change in your treatment of kid after appearing signs of corruption, you will have to correct your attitude towards him. He is hungry for affection from you. Love him without any condition. And love him for himself and not his attributes and qualities.

Assure him of your love and affection towards him. This is the best cure to hundreds of ailments.

- Allow him to participate in constructive activities and leisurely pursuits and taking responsibilities according to his interests, age and abilities.
- If he makes mistakes, counsel him in seclusion, when there is no one around. Avoid censuring and punishing him in front of others. Give him practical tips on how to get rid of the deficiency with kindness and benevolence.
- Don't have Himalayan hopes from the kid. Give him benefit of doubt as per his age, intelligence and experience.
- Allow him enough opportunities to meet and mingle with friends and kids of same age.
- Showcase balanced behaviour. This will help the kids to understand you better and so he tries to ensure your happiness.
- Take the kid into confidence. Trust him too.
- Give weight and importance to his sentiments and points of views too. Accept his individuality and respect his personality.
- With the help of interesting stories and anecdotes, try to create love for good and hate and hostility towards evil.
- If there is no alternative left, try to shift him to a place where people are not aware of his shortcomings and so they respect him. There is a hope that in new settings and environment, he will regain his lost moral ground and will try to avoid evils to keep the newfound respect intact and alive.

Undesirable habits and addictions

Kids usually become habituated in the following unwanted bad habits. Efforts should be made to prepare them get rid of these unwanted habits gradually.

Lying, stealing, backbiting, viciousness, bed wetting, deferment, fearing darkness, countering, doggedness, smoking, foul-mouthing, abusing, watching movies in theatres, boasting, bragging, reading detective novels, beating younger kids, lavishly spending, laziness, indolence, running away from school, cruelty with animals, fighting with peers and strangers, roaming aimlessly, disobedience, immodesty and shamelessness etc.

Ways to reform

- First, jot down the most unwanted of the bad habits in a child.
- Start taking care of one bad habit after the other. First closely analyze the motivations behind the nasty habit and then think of ways to getting rid of it. This will ensure that the reformation is long lasting.
- Through simple and understandable stories, legends and anecdotes, try to make him understand the terrible consequences of such habits. But you need to do it at appropriate time.
- Now tell him clearly as to what he needs to relinquish and the easy ways to do it.
- After making him realize its importance and his eagerness to do it, ask him to take oath. It will be all the better if the child, out of his own happiness, agrees to fix some sort of penalty or punishment on breaking the oath.
- Regarding reformation, never allow the hopelessness and desperation to even come closer to you.
- Instill high level of self confidence in the kid that he becomes self-assured, that he can get rid of the habit.
- Merely punishment and reprimands cannot force the kid to forgo bad habits. On the contrary, many a times these prove to be counterproductive. For example, it can cause a child to start lying if he is severely punished for stealing. Similarly, at times, some habits

go into hibernation due to extra vigilance and harsh punishment, but they appear with increased force later. Getting rid of a bad habit needs the removal of its causes, eagerness of the child and self control.

- To create self confidence in a child, try to highlight one of his achievements and tell him if he can do so well in a particular faculty, why you are not able to get rid of such unimportant habit.
- Try to create an environment where getting rid of an evil habit gives a sense of joy and happiness and following it seems to be difficult and bad.
- If it is advisable, change the room or his residence.
- When it comes to removal of bad habits from a child, it is always advisable to do it individually instead of collective effort. Therefore give individual attention to each child in this regard.
- Praise the child in proportion to success in this regard. It will prompt him to work harder on it.
- Don't let there be any scope of transgression and indiscipline.
- Often bad habits take roots as there was no effort to inculcate good habits and moral values among children. Try to inculcate good habits and high moral values among children. If this happens, there wouldn't be much scope left for bad habits.
- Bad habits, their fatal consequences and getting rid of them shouldn't be discussed too often. This should be especially avoided in front of good kids. This may uselessly encourage them to try it out of inherent curiosity among children. Instead of getting rid of lying, there should be an effort to promote truth and its virtues. Instead of asking children to desist from troubling weak and the infirm, ask them to help and assist them.
- Try your level best and be sure that you will succeed. Even if you are not hundred percent successful, you will have the satisfaction of doing your best. The kids

too will remember your efforts and feel indebted. If he is not fully reformed, he will always praise the hard work you put in trying to reform him. I have full hope that Allah will give you success in reformation efforts and reward you.

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Chapter 16

Conditions for the Success of Educational Institutions

There are high hopes from educational institutions, especially madrasas. The sort of atmosphere we are confronting at the moment, it is apparent that there are dark clouds shrouding the future of our next generations. The only rays of hope amidst increasing despair are through these gleaming lamps. The people who are gifted with some wisdom are doing their best to save such gleaming lamps and trying to launch more such institutes. Though, beset with lack of resources, they are facing innumerable hardships in their struggle.

While general educational institutions are expected to provide education alone, there are following multiple hopes from Islamic madrasas:

1- The level of education disseminated in these institutions should be higher than general schools.

2- Provide sufficient religious education, especially in the mother tongue.

3- Provide religious and moral training to kids in such a way that can make them steadfast in the ways of religion, make them pious slave of Allah, selfless servant of the society, a good citizen of the nation and could save them from the cataclysm of atheism, agnosticism, materialism and bad character.

Having extraordinary expectations are not abnormal these days. Nonetheless, there are some fundamental conditions for getting such hopes fulfilled. The expectations and hopes will be fulfilled according to the

level these conditions are met. Regarding an institution, all the concerned people need to have them in mind and make sustained effort to make it a success. The conditions can be enumerated as the following:

A-Sincere workers

This is the fundamental requirement. If an institution gets qualified and sincere workers, other requirements and conditions can be met rather very easily. This will ensure that the institution runs without hiccups and success is achieved.

The workers need to have the following traits:

- Commitment towards institution, its objectives and resolve to open new ways of development and progress for the institution and removal of obstacles from its ways.
- Eligibility for teaching and training.
- Concerted efforts to improve educational qualifications and teaching abilities.
- Commitment for maximum benefits of students
- Natural affection for kids and sense of sympathy and affection towards them.
- Complete following of discipline.
- Efforts to become a model of good character and excellent personality before students whom they wish to follow and emulate.
- Cooperation and support with management and fellow workers and ability to work as a team.
- Sense of responsibility and fulfillment of one's task with complete devotion.
- Trying to gain support of students' parents regarding the education and training of kids and efforts to provide them a better environment.
- Effort to create awareness among the masses about institution's importance.

- Sacrifices and contentment. Without these two traits, it is near impossible to think of ways to propagate and expand the faculty of religious education.

B-Definite and clear goal

The fundamental goal of the institution should be not just clear, but it should be very understandable to teachers, students, guardians and common people that the whole system will be developed accordingly. The workers will have to work keeping this fundamental goal in mind, the critics will be able to analyze it keeping the same yardstick in mind and the collective efforts of all the concerned people are in the same way to achieve the clearly defined goal.

If the goal is not clear, everyone will try to use the institution for his own personal interests. Often, under such circumstances, different people try to steer the institution to opposite direction, destroying the very goal of it. Therefore, it is just the loss of energy and time in trying to run an institute without any clear goal.

C-Public support

This is one the fundamental conditions for the success of institutions and organizations. There is no denying that even general schools cannot succeed without public support let alone the madrasas. General schools have the support of government coffers besides big purses of business owners who launch such institutions these days. The biggest attraction to common school is the hope of bright future. On the contrary, the religious madrasas are not just bereft of those facilities but also confront issues that make it rather very difficult to run and manage them. It is apparent that they cannot run without generous public support. Public will provide religious seminaries kids, resources, funds and with its support impediments will be removed. If

people don't support these institutions, these madrasas can never succeed.

Common people look towards only those institutions and support them who have good standing and fame. These are the institutions that have proved their worth after initial struggle and exertion.

In order to gain the support of common public, it is of paramount importance for the workers of the institutions to be:

- Well behaved
- Try to mingle with common public as much as possible
- Invite them to different programmes organized in madrasa.
- Take utmost interest in the welfare of general public in the area and make concerted effort to area's social, moral development. They also take interest in welfare activities in the locality and guide the common people when different issues arise.
- Stay away from groupism that has become the hallmark of our society.
- Try to motivate people towards piety, faithfulness and devoutness and support each other in common good and persuade people not to indulge in wrong and bad habits.
- Make persistent efforts to create awareness about the importance of education and importance of madrasa in this context.
- Try to avoid trivial religious issues and emphasize the importance of only fundamental aspects of the religion. Efforts should be made to gain the support of people belonging to all schools of thoughts.
- If there are misconceptions about the institutions among the people, efforts should be made to remove them. Management and workers of the madrasa will have to approach people and explain the issue. Listen

people's complaints with magnanimity and try to remove them.

D- Adequate building

Another important requirement for a madrasa is an adequate building of its own. It is not important if the building is huge, imposing or impressive. Even a simple building can be very useful if:

- It is located at right place with peaceful ambience.
- During the course of selection of the building and its type, all sorts of weather conditions have been kept in mind.
- It is airy, well-ventilated and has good provision of sunlight.
- It has enough space for all classes and faculties of the madrasa.
- Has adequate provision for drinking water and toilets.
- The place is kept neat and clean.

E-Important provisions

For the success of an educational institution, following provisions are also very important:

- Proper course books, right selection of curriculum and ensuring timely supply of course books.
- Availability of important items including pen, ink, pencil, slate, copies, geometry box, colours and brush required for writing and other extracurricular activities.
- Clean floor, mat, benches, desks, tables and chairs for seating of students and teachers.
- Blackboard, chalk, maps, globe, pictures, charts, models and important aid required for scientific experiments.
- Library, reference books, availability of newspapers and magazines for students and teachers.
- Necessary items for extracurricular activities, leisure pursuits and sports.

F-Sports ground

- In the vicinity of madrasa.
- Good ground suitable for gathering, programmes and sports.
- Where there is provision for growing plants, vegetables etc.
- There should be space to provide education through games to young kids.

G-Discipline

- There should be strict discipline within the madrasa.
- The environment of the madrasa should be conducive for education and training of children.
- There should be mutual respect among teachers and they should cooperate with principal and management.
- Relations between teachers and students should be pleasant.
- Everyone should follow the timing and discipline in the madrasa.
- Ideally, there shouldn't be any need to take disciplinary action either against a student or a teacher.
- Students and teachers should follow the rules and regulations and directives of principal.
- Attendance and timetable should be enforced.
- Students should stay away from mischief in classroom and hostel.
- All etiquette of different occasions should be followed.
- In order to maintain discipline, it should be ensured that people's support be achieved through giving importance to their views. Without compromising with the good of the school, people's welfare should be ensured.
- Efforts should be made to create a sense of self discipline among both students and teachers. This will ensure that they will require fewer external pressures.

These are those important conditions on which the success of educational institutions depends. Nonetheless, it doesn't mean that till those conditions are met, no educational institutions should be established. It also doesn't mean if an institution is already functioning without some of these features, there is no ground that we should feel disheartened about it. On the contrary, efforts should be made to draw attention of management and officials of the school to those issues. If teachers are qualified and they have full contours of plan before them, all the issues can be easily solved in due course. All the required conditions can be met through good management in due course. Allah doesn't disappoint if hard work and sincerity is shown for a considerable period of time.

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Chapter 17

Qualities of the Teacher

A teacher has a very high status. He is the spiritual father of students and the architect of the society. The future of the next generations is in his hands. A lot depends on teachers when it comes to the reformation of our future generations. A teacher has to deal with both students, their parents and guardians. They have to deal with management of school and general public as well. All of these people want to see some important qualities among teachers that also seem to be very necessary. A teacher needs to inculcate these traits and qualities so to make himself capable to fulfill his responsibilities to the fullest and satisfy all the concerned people.

A-How an ideal teacher should be in the eyes of students?

Here is a synopsis of what students from different backgrounds and different qualities suggest in response to this question:

- A teacher, in order to be the architect of our future generation, he should have high moral character.
- His aura should be simple, yet elegant.
- Should keep justice and equality in mind while treating students.
- Very restrained in handing down punishment. Instead of using anger, wrath, yelling, admonish should be careful about the self-esteem of students and try to understand their issues with a cool mind.
- Teach them with sincerity and make them work hard, but allow them to play as well.

- Should certainly give homework, but shouldn't overburden them. Should ensure that the homework is timely checked and return the copies after correction.
- Should keep the interests of students in mind and ensure that they don't feel boredom, dullness or monotony.
- Should know habits of all the students of the class and have a close watch over them.
- Answer the questions and queries of students with affection and should have a knack for teaching.
- He must be very loving, kind, caring and sympathetic and should have the ability to teach in easy, comprehensible, clear and logical manner.
- He should come well-prepared in the class, revise the older lessons and make them very clear to students.
- He should teach very strictly, but also allow kids to interact and have useful conversation.
- He should be well-mannered and have the ability to bear even bitter words too.
- Shouldn't be rowdy or quarrelsome.
- Should be generous in giving marks and should try his best to make his class the best in the school.
- Should understand the need of students and feels for students from poor financial backgrounds.
- Should occasionally take the students along with him to show the historic places of importance.
- He should also habituate the kids to face the problems and issues of the daily lives and if students face some challenge, he is ready to help them out.
- Should try his best to make students create a good vibe about them and their class and shouldn't allow to develop animosity against him.

These are the qualities that students want to see in their teachers and without doubt their expectations are genuine and not illegitimate. Can we become a goof teacher by neglecting even one of the above qualities?

B-In the eyes of parents/ Guardians

Parents want to see following attributes among teachers:

- Should be kind and affable.
- Should give individual attention to his students
- Should keep parents well-informed about their kids and their moral and educational developments.
- Should keep regular relations with them and seek their advice.
- Should regularly get their feedbacks and take their criticism in his own stride.
- Should treat their kids with love and affection and shouldn't denounce either parents or other family members in front of kids.
- Should make the kids feel the impression he has over them, their education and character.
- Shouldn't criticize either parents, guardians or their family members.
- Should use utmost restraint in this regard.
- Should be hopeful about their future, their development and their correction.

C-In the eyes of Management

The management and authorities of the institute seek the following traits among teachers:

- He should be eligible for the post and position that he holds.
- Should be responsible and strives to develop the institution and work hard to maintain its status.
- He should work hard and be magnanimous enough to work beyond his rights.
- Should be content, proud, self respecting and satisfied.
- He shouldn't be over demanding, insistent on his perks and privileges.

- Should be prepared to work as team and fully support the management and office bearers of the institution in running it efficiently.
- Should follow the directives, instructions and commands from management.
- Should bear the criticism with cheerfulness and try to get rid of the shortcomings and deficiencies.
- Follow the discipline of the institute himself and ensure that students too do the same.
- Shouldn't take his obligations as something forced upon himself and do them with cheerfulness and happiness.
- Try to improve his own educational qualifications and make a conscious effort to ensure that he is able to undertake the institution's work in better way through improvement in his performance.

D-In the eyes of general public

- Should be genial, friendly, amiable and warm.
- Should be interested in welfare and improvement of the society and thus provides help and guidance in this regard.
- Should remain neutral and impartial in public disputes.
- Should invite them in different programmes organized in his institutions.
- Should make arrangements for public programmes where important personalities are asked to deliver lectures for general public and provide opportunities for the locals to meet the dignitaries.
- Should listen to their complaint, grievances and criticism with patience and do his best to alleviate their misgivings.

E-In the eyes of experts on education

Keeping in mind the above mentioned reasons, experts on education after detailed deliberations, have made the following qualities necessary in a successful teacher.

- Good character and disposition.
- Educational qualification, skill and proficiency in teaching.
- Knowledge of kids' psychology and awareness about the methods of teaching.
- Good health, high level of energy.
- Patience and tolerance.
- Understanding and good judgment.
- Natural affinity with children.
- Affinity with teaching and the tradition of teaching.
- Ability to maintain discipline.
- Good communicator and ability to express himself in impressive way.
- Sincerity and hard work.
- Sympathy, compassion, understanding and a quest for reformation of his students.

These are those important qualities and attributes that every teacher should possess. Without these attributes, the hard work of teaching and training cannot bear fruits.

In case of teachers of religious schools, they need to have some additional traits including:

- Should be pious and have unstained belief.
- With good grasp on religious scholarship, he should also be a true Muslim through conviction, belief and faith.
- Should follow Islam in his daily life and possess good moral character.
- Shouldn't be overawed by un-Islamic philosophies and shouldn't have the defeatist and negative feeling.
- Shouldn't have the feelings of self grandiose about his educational qualifications.

- Should be content and pleased.
- Shouldn't be greedy for wealth or status.
- Should try his best to make his family members follow the religious discipline.

It is due to the fact that without the above mentioned traits, Islamic education cannot make a lasting impression on students.

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Chapter 18

Principal and His Obligations

The principal in an educational institution has the same place and importance that brain has in the human body or a driver has in a vehicle. He is directly responsible for running the institution smoothly and providing good teaching and effective training to kids. The success or the failure of an educational institution largely depends on him. Getting support from the management, teachers, students, guardians, general public, keeping them satisfied and getting their support are among his most important responsibilities. Standard of education, discipline and providing conducive environment for education all depend upon him. Given his enormous responsibilities, it is of paramount importance that he has the following traits that are essential to run an educational institution effectively.

Attributes needed in a principal

- Great character
- Immense sense of responsibility
- Duteous, devoted, sincere, earnest, hard working and should have a knack to motivate others to inculcate these attributes.
- Judicious, cautious and astute
- Natural trait for management
- Patience and persistence
- Concern for institution and struggle to develop it
- Empathy and understanding
- The ability to listen to criticism without being provoked and skills to make people understand. Ability to reflect upon the criticism coolly.

- Have requisite educational qualification, enough experience and aptitude for study and analyze
- Knack to cooperate with others and seek other people's cooperation
- Self confidence and the ability to seek other people's confidence
- Impartiality and neutrality, resistance from grouping and love for justice
- Maintaining discipline and trying to make others follow it

Obligations

Responsibilities and obligations of the principal are varied and wide ranging. He is the point man of the school and responsible for everything big and small about it. His obligations are diverse. Here we recount his obligations under varied heads.

A-Management

- He is responsible for the expansion of school, its building and its renovation. If he has to do it himself, he needs to be alert and alive about the needs and attracting the management's attention towards such needs in the otherwise case.
- Availability of furniture, blackboards, desks, whitewash and repair.
- Availability of important educational aid including but not limited to maps, globe, charts, science lab equipments, important supportive books and materials for teachers etc.[1]
- Availability of sports materials needed for different games.
- Making important changes in responsibilities of staff members including teachers, changing their

[1] Now this may also include smartboards, computers etc. (Translator)

assignments etc. It should be ensured that this should be done during summer vacations so there is no loss to education.

- Preparing comprehensive annual report and a detailed plan for the next academic session. Also preparing plan for future.
- Giving admission to kids as per their age and abilities and putting them in right class.
- Assigning tasks to different members of the staff according to their qualifications and capabilities and giving them relevant instructions.
- Preparing complete plan about syllabus, extracurricular activities, physical and mental training of students, preparing timetable for all these activities, and making relevant changes.
- Selecting monitors of different classes, captains of different sports teams, organizing students conventions and appointing office bearers for multiple extracurricular activities of students.
- Maintaining school records (including admission, termination, maintaining registers of attendance for students, staff, stock register, inspection, visitation book, improvement charts of students, audit books etc).

B-Supervision

All big and small curricular and extracurricular activities that are done within a school are done under the watchful eyes and supervision of the principal. He is the man responsible for all of these. It is his basic obligation to see to it that these works are done well. If there are some deficiencies and lacunae in this regard, he needs to analyze and come up with a solution to these issues. He needs to ensure the following things:

Attendance and discipline: The Principal should keep an eye on the timing of classes and ensure that teachers and

students attend the classes following complete discipline. He should never tolerate absence from class except under valid reasons. He should also ensure that students and teachers remain in class during the entire period of the classes. There should be attendance register for teachers and students and attendance is taken timely. Students should seek written permission before taking leave from school.

Supervision of teaching: He should take a stroll around school at least once every day when the classes are in progress and should closely supervise teaching in the school. Maintaining control and order inside the classes are also his responsibility. He should also ensure that educational aides are being used judiciously and seating arrangements are good. Occasionally, he should ask teachers to send students' copies to his office and then take a look at them himself. Similarly, he should also analyze the art and craft works of students to have a firsthand experience of his students' capabilities. He should ensure that new and inexperienced teachers are kept under close watch, nonetheless this shouldn't be done to pinpoint their deficiencies but helping them improve their performance and assisting them do their jobs in better ways. The criticism should always be constructive. He should never criticize teachers in front of students for their mistakes or faults. On the contrary, they should be asked to come in his office and there they should be told about their faults in affable style.

Supervision of the nurturing and training work: He should ensure that a close watch is kept at students, their habits and routines. He should also have a close watch on the plan in this regard and ensure that the plan is being implemented. He should take timely notice of any lacunae and indiscipline when it comes to nurturing and training of kids. If he seems that there is some fault in such plan, he needs to analyze and take corrective measures. Principal needs to attract teachers and guardians' attention towards it

and be immensely careful in this regard. Even the best standard of education cannot compensate lacunae in training or *tarbiyat* of students. He shouldn't condone any lapse and deficiency on this count.

Supervision of official tasks: Upkeep of registers, completion of applications, timely response to letters, maintenance of accounts, audit, keeping an eye on monthly reports of teachers, looking at students' diaries, attendance registers and development charts of students.

Supervision of students' health: He should see to it that students maintain hygiene in school and hostel. He should also see to it that cleanliness is maintained in school, hostels, dormitories meant for students, cleanliness of toilets and bathrooms. Occasionally, there should be arrangements for health checkups and immunization drives of students.

Supervision of sports: The importance of sports cannot be negated. Different groups should be formed keeping in mind the age, physical condition and interests of students. Proper arrangements should be made to provide training to students in different games, drilling and physical activities. Sports teachers should be appointed to look after students in different groups and if arrangements for sports teacher cannot be made, teachers with some interest in games should be made incharge of sports. Principal should himself supervise these sports activities and ensures that different games are played regularly. He should also ensure that all teams and students associated with teams are given enough opportunities to participate in sports activities. If he himself is able to participate in some sports, it may increase teachers' interest in games. He should also try to ensure that sportsmanship and game spirit is inculcated among kids and that they follow the discipline and rules of the game. Students should also be taught that they keep honesty above win or loss and should never lose heart whatever be the outcome.

Supervision of hostels and dormitories: Students are sent to live in hostels to provide them better nurturing or training. The principal should ensure that right arrangements are made in this direction. There should be good arrangement for food, hygiene and cleanliness. Food is one aspect where highest number of complaints are received from students. Therefore special attention should be paid to it. In fact they should be consulted with respect to food and their choices should be given preference in terms of menus. In hostels, where students can be provided good training and nurturing, there is also fear that bad company may create different moral and social evils among kids. This must be strictly watched.

Care should be taken that students take care of cleanliness of their dormitories, arrangements for kitchen, looking after fellow students who have fallen ill, serving food in hostel, arrangements for prayers, supervision of study centre and shops within the campus. This will make them adept at living a simple life and prepare for hard work. They should also ensure that they follow rules, hygiene, good health and social etiquette. Arrangements should also be made for their leisurely pursuits and hobbies.

Supervision of different activities and plans: Due supervision is necessary when it comes to essay writing competition, extempore speech competition, couplet competition, discussions, social welfare department, hobbies, picnic, educational tours, lectures by prominent personalities, educational weeks, shop within school campus, museum etc. This will ensure that all of them functions without any hitch.

Supervision of library and study room: Arrangement should be made for procurement of necessary and useful newspapers and magazines, and it should be ensured that students and teachers take maximum benefit from these. Similarly, efforts should also be made to equip school with useful and necessary books and materials and both students

and teachers be provided opportunities to benefit from them.

Apparently, students, teachers, monitors of classes, captains of different teams will be provided enough opportunities to work independently. However, the supervision will be done by the principal. Nonetheless, this supervision doesn't mean that he will start belittling them for their shortcomings. On the contrary, it means giving them proper advise, guidance and leadership.

C-Teaching work

In spite of all his administrative and management responsibilities, a principal should take some teaching responsibilities as well. Nonetheless, this teaching shouldn't be limited to a single class, but evenly distributed among different classes so that he can have big reach among kids. This way, he will be able to directly analyze the moral and practical development among students and give practical teaching samples in different subjects. However, he shouldn't teach more than 18 to 20 classes a week so it doesn't interfere in his important functions as the principal of the institution.

D-Provision for examinations, scrutiny, analysis and supervision

In order to assess the impact of institution's efforts regarding education and training of students, it is of paramount importance to hold regular examinations and tests. Arrangements should be made to hold weekly, monthly, quarterly, biannually and annual examinations, assessment of their religious, moral, social and practical lives, speech, writing, couplet, calligraphy, art, craft, sport, mental competition and assessment. There should be occasional provision for assessment by management and educational experts too. During these assessments, the following aspects should be kept in mind:

- 1-Honesty should be maintained in every aspect and it should be given preference over success or failure.
- 2-Assessment should be genuine. There should be no room for being disparaging or very hopeful. Personal opinions of assessors should have least impact on the assessment.
- 3-No artificial arrangements be made for such assessments. On the contrary, these should become a natural part of institutions. The special arrangements that many institutions make on such occasions, merely to fool the assessors and evaluators, are deceits and deceptions and against the status of institution, its management and teachers. These tricks should be avoided at all cost.
- 4-Parents, guardians and management should be kept informed about results of such assessments. Practical and useful suggestions should be made to help kids make improvement.
- 5- In the light of the results and outcome of such evaluations, management and teachers of the institution should make useful changes and amendments in their efforts, pattern of teaching and prepare a plan to make good their shortcomings, faults and weaknesses.

E- Public relation

The principal of the institution desperately needs help and support of different people. In order to seek such diverse people's support, it is of immense importance that he maintains regular contacts with all of them. Some of the people whose support he immensely requires include:

- **Contact with teachers**: Relationship based on sympathy, kindness and consideration with teachers is of paramount importance for the principal. These are the hands and feet of the principal and the whole system of teaching and training is accomplished through them.

Keeping them in good humour, using their advises in the best possible manner, trying to solve their issues and treating them with compassion and kindness is essential. In order to do it, the principal needs to individually interact with them, holding meetings of staff members, making them prepare plans to accomplish their individual tasks and providing them essential support and guidelines. Nonetheless, good treatment doesn't mean that they be given relaxation in flouting discipline, rules, regulations and give them free hand to create anarchy within the institution. In case of indiscipline, indolency, truancy, absenteeism and unruliness, they should be taken to task and efforts should be made to create order.

- **Contact with students**: Though efforts should be made by the principal to have direct interaction with all the students of the school, nonetheless if the number of students is huge and it may not be possible, he should ensure that he interacts with class monitors, captains of sports teams, leaders of all groups and office bearers of students union.
- **Contact with guardians of students**: Parents and guardians of the students should be met personally or invited through correspondence to attend different programmes organized time to time in school. This will ensure their support in education, training and nurturing of students.

While meeting, their grievances should be heard carefully, their suggestions should be sought for improvements in teaching and training of kids. They should also be told about their responsibilities towards their children and about the task at hand.

Contacts with management of other educational institutions

Efforts should be made to keep close relationship with nearby educational institutions. The principal should visit those institutions, hold meetings with their management,

invite them to his school and use their experiences and suggestions to improve the quality of education and nurturing in his own school. They should also be invited in different meetings organized in his school.

Contacts with general public

For institutions imparting religious education, it is of paramount importance to seek general public's support. A conscious effort should be made to hold interactions with the leadership of local population and seeking their support for the madrasa. Nonetheless, the school will get local populace's support only when the principal keeps himself at arm's length from local disputes and groupings and tries to work for the welfare and development of the local population.

From the above discussion, it can be easily understood that the responsibilities of the principal are varied and of different kinds. He can fulfill his responsibilities only when he does his job with utmost responsibility, dedication, devotion, commitment and compassion.

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Chapter 19

Responsibilities of the Teacher

Students are divided into different classes according to their age, quality and qualification. Every class has around 25 to 30 students. As far as the responsibility of teaching is concerned, different teachers are assigned to teach different subjects and given different responsibilities. Nonetheless, in the primary classes, it is advisable that most subjects of a class are assigned to one particular teacher. And whoever teaches the highest number of subjects in a particular class, is appointed the class teacher. Besides teaching his subjects, a class-teacher has to look after the following responsibilities of the class as well:

- Taking attendance of the students at a definite time. Giving necessary instructions to students regarding education, training and making it sure that they follow the instructions.
- Persuading kids to come to the class at the right time and awakening their guardians in this regard.
- If there is need to determine the genuineness of the reason of absence, should contact the guardian.
- Visiting the student if he is unwell and doing whatever is possible for him.
- Creating a spirit among kids not to bunk classes without genuine reason and seeking prior approval for absence in case of genuine reason. If a kid is not able to come to school for seeking permission, then sending the guardian or anyone else to do it.
- In case of no valid reason for the absence from class, seeking explanation from the kids and seeking parents and guardians' attention in this regard.

- Making kids to follow the etiquette of the class. This include the following:
  - A- Entering or exiting the class after greeting with *salam.*
  - B- Keeping shoes in a corner, if there is provision to sit on the ground.
  - C- Not indulging in making noises in the class or fighting with fellow students.
  - D- Entering another class only after salam and seeking permission.
  - E- Seeking permission to enter the class in case of being late.
  - F- Following good manners while talking to others and responding to questions or answer someone pleasantly (Answering or questioning while smiling, pricking nose, prickling or irritating or other manners should be avoided. They should be asked to mend their ways in such cases).
  - G- Waiting for their own turn in case of asking question, responding to question, conversation, sharing of articles and in social gatherings.
  - H- Keeping one's own place clean and keeping own stuff in order.
  - I- Keeping the waste in dustbin or in a corner after cleaning the place.
  - J- Putting torn papers, fruit seeds, peels etc in the dustbin after the use, instead of scattering all over the place.
  - K- Following the instructions of the class monitor and captains of sports team, managers of programmes and supporting them in undertaking necessary tasks.
  - L- Coordinating with each other regarding cleaning the class and keeping things in order.

Teacher should do the following tasks at least once a month

A- Taking a look at students' educational aids, books, copies, geometry boxes, colour boxes, materials meant for craft and giving them essential instructions regarding their cleanliness and orderliness.

B- Taking them out for educational tour, excursion or picnic if the weather is suitable. (Students should be clearly informed about the purpose of the picnic well before starting out. Responsibilities should be figured out and assigned to different students individually or in groups. Students should be allowed to assume most of the responsibilities, to maximize the impact of educational tour or picnic).

C- Taking stock of general hygiene, ensuring cleanliness of dresses, body, taking bath, regular haircut, manicure and giving them instructions regarding these.

D- Making the student participate in weekly meetings of students practically at least once a week. This means participation through speech, reciting poem or narrating a story.

E- Informing the guardians regarding progress of students through progress reports.

F- Maintaining personal contacts with guardians and parents of the kids. Meeting them occasionally, writing letters to them and giving them useful suggestions regarding education and development of their wards.

G- Assigning different responsibilities to students regarding cleaning of class rooms, meetings, different conferences held in school, picnics, educational tours, newsletters, beautification of classrooms, different congregations within the school and extracurricular activities.

H- Keeping close watch at students religious, educational, moral and physical condition, maintaining a record in

this regard and attracting attention of students individually or collectively in this regard.

1- Creating self confidence among kids regarding overcoming their shortcomings, weaknesses besides the sense of repentance. (This can only happen when students are treated with kindness, affection, taking care of their self esteem and avoiding rebuke, reprimand and physical punishment regarding their education).

J- Presenting a real model before students whom they can emulate in real life. (Teacher's personality and his character in real life make utmost impact upon the students. They tend to follow and emulate them consciously or unconsciously. If there is no harmony and agreement between his words and deeds, students are badly impacted by it. Their personalities are all the more impacted regarding discipline, timeliness, good manners of communication, Islamic appearance, cheerfulness, empathy, cooperation and sense of responsibility etc).

K- Maintaining attendance register, diaries, progress reports and other records related to classroom.

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Chapter 20

Responsibilities of Subject Teacher

A teacher has to teach one or multiple subjects. As a subject teacher, he needs to keep the following aspects in mind:

- Reaching the class at the earliest and leaving the class for the next teacher as soon as the class is over.
- Entering the class after greeting kids with *salam*.
- Taking a cursory look at the following aspects while entering the class and giving instructions regarding the following aspects:
  - A- Shoes are kept in order (if students have to sit on the floor).
  - B- Classroom is clean and everything including desks, chairs and other items of the class are in order.
  - C- All the students are present and if some students are absent then finding out the reasons for absence.
  - D- Blackboard is clean.
  - E- All the articles owned by students are in order and not scattered all over the place.
  - F- Students are not whiling away their time in unrelated tasks.
  - G- Chalk, duster, globe, charts and maps are there.
- Start teaching after a short pep talk in front of students.
- Revision of the old chapter in short before beginning the new chapter.

- Ensuring that teaching is done with the speed suitable to average students in the class (More than half of the students in any class belong to this group).

Following aspects should be kept in mind while teaching:

A- The style of teaching is attractive and easily understandable.

B- The teacher enjoys teaching and expresses it through his demeanours. He should also show excitement and interest while teaching.

C- While teaching, should question students to know they are understanding everything.

D- Should ensure that students' style of sitting or standing is proper, there is proper distance between books and eyes and the way they hold the book is correct.

E- Should ensure that students take practical interest in taking the lesson forward.

F- The whole class is engrossed fully in the subject and no student is involved in unrelated activity.

G- Ensuring that the whole class is using the blackboard to the full potential and that examples, maps and charts are being used to make the lesson clear to the students.

H- Should ensure that students follow etiquette while asking questions or answering and wait for their turns patiently.

I- Lessons are made relevant through comparison with daily lives.

J- Lessons are always begun after reciting *Bismillah*.

- In case of practical and written work, the following aspects should be kept in mind:

A- Seating arrangements for students are proper and their backs are straight. There should be proper distance between book and eyes.

B- The grip of pen, pencil or brush is proper and every work is done with cleanliness.

C- Should take round of the class and students should be individually helped.

D- Margins, date, topic, paragraph and dash etc are properly maintained.

E- Students don't spread colour and ink in different parts of the class and keep their hands clean.

F- Copy, pens, brush, pencil and other educational aid are properly used.

- Written work or home work should be returned back after being checked by the teacher.
- Students should be taught five days a week and sixth day should be reserved for revision.
- Weekly or monthly tests should be conducted and a record in this regard is maintained.
- The whole syllabus for a year is divided into terms, monthly or weekly units and everything is done with impeccable planning.
- There should be provision for regular revision.
- Home work should be given keeping the age of students, their interests, health and work.
- In primary classes, work should be confined to class alone. Home work shouldn't be assigned to kids.
- Students should be provided with explanatory items to make the lesson clear, engaging and interesting.
- If students commit some mistakes or break any rule in the course of the lesson, they should be corrected timely. If the situation demands, they should be told about it individually in seclusion.

- In order to increase his knowledge and improve his understanding of the subject, teacher should continue studying subjects and new developments in his field.
- The biggest quality of a good teacher is that he is able to create interest regarding the subject he is teaching among students. Nonetheless, it requires the teacher to have deep interest in the subject, its understanding and the fact that he keeps the interest and awareness of students in mind.

Other obligations of teachers of religious schools

The above mentioned obligations need to be performed by all the teachers in every school. When it comes to religious schools, much more is expected from teachers. Here are some more obligations expected from such teachers:

- Teaching with more dedication, selflessness compared to other teachers.
- In this age of materialism, making students, guardians and parents aware of the importance of religious education.
- Making ends meet with minimal staff and resources.
- Improving the standard of education along with religious education and mother tongue.
- Being content with lower salary despite working harder and taking more responsibilities.
- Creating love for religion, religious personalities and institutions in the minds of students through dedication, love, affection and self example.
- Making the school or madrasa the centre of common people's attention and interests and seeking people's support to run it smoothly.
- Making the madrasa the centre of religious propagation and training students and teachers to attain this goal.
- Seeking support of all the sections of the society while avoiding being aligned to a particular group.

- Raising the funds and running the madrasa on its own.
- Convincing the management of madrasa and silencing the critics through reason and logic.
- Satisfying the officials of the local department of education.
- May Allah help them fulfill their responsibilities in impeccable manner.

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Chapter 21

Physical Exercise

Allah has made man His viceroy on earth. He has endowed humans with a beautiful body that has essential and balanced body-parts. Humans have been provided with many powers, qualities and attributes. Nonetheless, these qualities and attributes can only be used if the human body is healthy and strong. Therefore we need to give utmost attention to the general growth and health of the child. This is possible only when home and school work in synergy.

Essential things for physical growth

The following things are essential for health and vigour of the child:

I)-Balanced diet, II)-Clean drinking water, III)-Fresh air, IV)-Enough light, V)-Physical exercise and sports, VI)-Right dress, VII)-Cleanliness and hygiene, VIII)-Enough sleep, IX)-Happiness, X)-Good character.

I-Diet

Balanced diet is the most important thing for proper growth and development of the human body. The most suitable food for the newly born child is breast milk. The kids who are devoid of it, face different disabilities at later stages of their lives. Therefore no one should be devoid of it except in the case of extreme compulsion or constraint. Even after the child is taken off the mother's milk, effort should be made to provide him enough milk besides other food in soft form. Later, other *halal* food can be gradually introduced to his diet. These food items must be procured

using lawful resources. However, the following aspects should be kept in mind regarding food:

- Food is balanced. It should have all the essential ingredients needed for proper growth and development of the body.
- Food should not be very spicy or something that create undue sensation in the body or is intoxicating.
- It should be clean and everything including cereals, vegetables and meat is cleansed before cooking. The food should be cooked in clean utensils and food items are saved from flies and dust. Eating at open food stalls on road should be avoided.
- Food should be fully cooked so that it becomes tasty, easily digestible and is eaten zestfully.
- Seasonal fruits, vegetables, milk, ghee, fish, egg that are available should be part of the diet. Fruits and vegetables grown in the neighbourhood should be procured at any cost.
- It should be ensured that fresh food is eaten. Stale or packed food should be avoided at all costs.
- Food should be eaten only when someone feels very hungry and stops eating well before he is full.
- The food is chewed well.
- There should be at least three hours' gap between two meals ensuring that the food is well digested.
- Food should be eaten with joy and happiness after reciting *Bismillah*.

Balanced diet

Balanced diet is something that is essential for the body.

Diet is used to:

- Provide energy to body for work.

- Those parts of body that have been impacted in the course of work or other activities start working properly once again.
- Helps in development and growth of the body.
- Creates resistance power to fight ailments.

These objectives can be achieved only when the following ingredients are found in the diet;

1)-Carbohydrates, 2)-Oil, 3)-Protein, 4)-Minerals, 5)-Water, 6)-Vitamins

1- Carbohydrates

This important part of food provides warmth and energy to human body. This can be obtained through wheat, barley, rice, potato, carrot, millet, beetroot and grapes etc.

2- Fat

This also provides power and warmth to the human body when mixed with oxygen. It keeps skin, hair, nails in good condition and helps other food items in proper digestion of food. Fat is sourced through oil, ghee, butter and animal fat. Vitamin A and Vitamin D are usually found in the fat.

3-Protein

This part of the diet, after proper digestion, helps different parts of the body in recovery. This is found in different sorts of lentils, meat, egg, fish, milk, curd and the top crest of the cereals that is thrown away by most people.

4-Minerals

Minerals are used in formation of bones, teeth, adhesive, veins, muscles etc. they support in proper production of blood and proper growth of the body. They contain iron, lime, salt and phosphorus. They are found in

edible salt, seasonal fruits, vegetables, fresh vegetables, meat, egg and fish etc.

5-Water

This is also an important and vital part of food. This helps food in chewing. It also helps body to dilute and spread to different parts of the body. Blood circulates in the human body through it and all the dirt is cleaned through it that later comes out of the body. Water also helps in creation of useful adhesive that comes out. Therefore it is of great importance to drink lots of water some two hours after taking food.

6-Vitamins

As the name suggests, these are those parts of the diet that are essential for living a healthy life: Without these ingredients:

- Health will deteriorate.
- Growth of the body will not be proper.
- Human bodies are not able to face health challenges.
- Human bodies suffer different ailments.

Following are the important types of vitamins:

1-Vitamin A

It is essential for the growth of the body, saving humans from infectious diseases and ailments. It strengthens lungs and teeth besides keeping eyes and skin safe. It is found is animal liver, kidney besides in vegetables, milk, butter, eggs etc. Vitamins are lost when cooked on high temperature, therefore it should be kept in mind. Fruits, vegetables and salad should be eaten raw to the maximum possible extent. Lack of vitamin A may cause night blindness and impacts proper growth of children.

2- Vitamin B

This type of vitamin is essential for increasing digestion, improving appetite and creating red cells. It may also cure constipation and headache. It is found in egg, milk, grain and floor. It is also found in the outer crust of rice, nonetheless when it is cleaned repeatedly, it is completely lost. Lack of Vitamin B causes swelling in human body, creates weakness in limbs and nervous problems too.

3-Vitamin C

It is essential for the health of teeth and lack of Vitamin C causes the swelling of teeth and causes bleeding. It may cause skin diseases too. It is found in black pepper, lemon, orange, tomato, carrot, potato, fresh fruits and vegetables. If fruits and vegetables are dried, it is completely lost.

4-Vitamin D

It is found in milk, butter, eggs, liver, kidney, fish oil and sunlight. It strengthens bones and makes them healthy. Lack of vitamin D may cause debilitating illnesses among people or may weaken bones.

5-Vitamin E

It is essential for creation of sperm and is found in vegetable oil, beans, almond, nuts, pistachio, dates and dried dates. Lack of vitamin E has the potential to cause impotency among men.

It is apparent that all the above mentioned vitamins must be present in adequate supply in a balanced diet.

A balanced diet should have almost:

- Half kilogram of carbohydrates,
- 125 grams of proteins,
- Fat around 30 grams

- 10 grams salt.

Milk is a diet that contains almost all the above vitamins. Seasonal fruits, vegetables, meat, fish and eggs too have many of the above and therefore these things should be given to kids regularly and in required quantity. A kid from 8 years of age to 15 years of age should ideally consume:

- Cereals and rice almost 400 grams
- Vegetables, potato, meat, fish, egg, cereals etc almost 250 grams
- Milk a quarter litter
- Ghee, butter, oil and fat around 50 grams,
- Fruits, carrot, tomato etc 125 grams
- Sugar etc around 65 grams.

II-Clean water

Second most important thing for good health is water. Every man needs to consumer at least 1.5 litter water daily.

Water helps:

- In keeping blood circulation right and helps blood reaches every part of the body without any issue.
- It helps in proper digestion of food and makes it part of the body.
- It keeps the body temperature just right and takes out the filth from inside the body besides spittle, saliva and phlegm.
- It cleanses ventre and intestines etc as well.

However, the water should be clean and fresh. Fresh water doesn't has any taste, colour or odour. Dirty water is extremely harmful for health and it is behind most of the deadly diseases. Therefore, it should be ensured that only fresh and clean water is used. During rainy season water should be used after boiling it.

III-Fresh air

Third most important thing for good health is fresh air. The benefits of fresh air for healthy life are innumerable. It is among the basics of good and healthy life. Like clean water, clean air too doesn't have any colour, taste or odour. While the air contains several gases, its two most prominent contents include:

1-Oxygen: It contains 21 percent or one fifth of the whole contents of the air.

2-Nitrogen: It makes around 78 percent of the air or four fifth of it. The rest less than one percent include organ dioxide and carbon dioxide, water vapour and dust etc.

The main function of oxygen is helping things burn while nitrogen reduces the toughness of oxygen and making it bearable. Oxygen is very important for life on earth. It helps:

- In keeping the human body warm, heats up the blood and creates enthusiasm in the body.
- It also helps in taking out the dangerous substances out of the body in the form of gas. If man doesn't get enough supply of gas, he will not be able to survive and life will become extinct on earth.

Why air is polluted?

Usually the following reasons cause air pollution:

- When we take out breath, the harmful substances emitting from our bodies pollute the air.
- In case of fire, oxygen supply is exhausted and carbon dioxides mixes with the air in far larger quantity, thus polluting the air.
- When things become stale, they also emit harmful gases that contribute to air pollution.
- Dust particles also pollute the air considerably.
- Therefore, sleeping with mouth covered, room completely shut, sleeping with heater on, breathing in

bad air or not keeping the mask on the face while moving out in polluted air is very dangerous for health.

- *(Translator: Most of this air pollution we cause results from the burning of fossil fuels, such as coal, oil, natural gas, and gasoline to produce electricity and power our vehicles. Carbon dioxide (CO2) is a good indicator of how much fossil fuel is burned and how much of other pollutants are emitted as a result.)*

Natural solutions to cleanse the air

- **Trees**: Plants and trees immensely help in reducing the air pollution. The dirty air that living beings emit, these plants absorb the same thus cleaning the air.
- **Sun**: Sunrays get into the air thus helping remove the harmful germs from it.
- **Rain:** Rain removes the dust from air consequently cleaning the air.
- **Wind:** When the wind blows, it also cleanses the air.
- **Oxygen**: This gas that is mixed in the air also keeps on cleaning the air round the clock.

If you want to get clean air, you need to have an airy house. Kids should be given access to stadiums for playing outdoor games and parks where they can walk and roam around. They need to develop a habit of sleeping in airy place with open face. If there is space to plant trees and plants within the house, it must be done to make the house more livable.

IV-Sunlight

The fourth most important ingredient for health is sunlight. Plants that don't get sunlight die a natural death. They become pale and their growth stops. Compared to people growing in narrow alleys of the metros, people in rural areas who live in open space and breathe in fresh air are far more healthy indeed.

There are two major sources of light:

- Natural resources including sun, moon.
- Artificial ways including bulb, lamp etc.

Sunlight is immensely beneficial for health. There should be enough avenues for sunlight in the house. This not only saves a house from dampness but also kills germs within the confines of home. Different materials including clothes and beddings should be kept in sunlight from time to time. Those homes where sunlight doesn't enter, they become damp. Different sorts of germs grow freely in such houses and adversely impact residents' health. If there is no provision for sunlight in a house, then there should be arrangement for regular disinfection of the house. There should be sufficient light for reading and writing. Nonetheless, it should be ensured that the light doesn't come from the front, but from behind, left or from the above. In such cases, the light doesn't affect the eyesight. Very dim or very bright light adversely impacts the eyes and may impair the eyesight. The people who usually read and write extensively need to be very careful in proper management of light. They need to work under enough light and not allow very bright light to fall directly on eyes.

V-Physical exercise and sports

Allah has endowed us with a powerful body to work hard. Physical exercise makes the body tough and brings agility, liveliness and power. It increases appetite, gives enough sleep and food digests very well. It also takes out the filth from inside our body rather easily. On the contrary, those parts of the body that are not very active tend to become weak and frail. Therefore, we must accustom ourselves to hard work. Kids are fond of sports and they do enough physical exercise while playing if they have enough opportunity and required space. On the contrary, those people who are involved in academia, mental work or those who have to sit in shops for long hours, they have less

opportunity for physical exercise. Such people need to ensure that they take out time from their busy schedule to do some physical exercise or sports. Older people need to ensure that they go for morning walk. If sportsmanship is created, then kids can do many tough jobs, taking them as games. This will give them required physical exercise and accomplishment of useful job. Those people who want to run away from physical work, have poor health. They become idle, inactive, lazy and become a burden on the society.

VI-Decent dress

Good health also requires decent clothes. A decent cloth fulfills the following needs:

- Hides the body and doesn't cause nudity,
- Saves the body from adverse impact of weather,
- Doesn't harm the body in any way,
- Makes the body look attractive and beautiful
- Ensures decency, respectability and modesty.

Dresses are made of different stuff, but as far as our country is concerned, cotton is the most suited fabric keeping in mind the weather in the country as it is:

- Comparatively affordable,
- Can be washed easily,
- Suitable for every weather, saves the body from the adverse impacts of summers and winters,
- Cotton is produced in the country in enough quantity and thus the needs of people can be easily fulfilled in this regard.

During summers, light clothes in white colours are most suited while during winters we need to wear woollen clothes of dark colours. Compared to white or light coloured clothes, dresses made of dark coloured clothes absorb heat well from the sunlight and provide warmth to the body. Those men with means who can afford woollen

clothes in winter should use it while women should use dresses made of silk in winter.

Tight dress is bad for health as it impacts the blood circulation in the human body. The body doesn't get enough air and thus the body temperature and that of outside remains the same.

Ignoring modest clothing, imitating others, too much formality may cause mental illness or moral degradation and is also harmful for health.

VII-Hygiene and cleanliness

Hygiene and cleanliness are of paramount importance for human health. Islam proclaims that hygiene is part of Islamic concept of belief (*Eiman*). To maintain good health, it is utmost important that human body, clothes, homes, utensils, drains and neighbourhoods are kept clean. Ignoring even one of them, may badly affect human health.

Cleanliness of body

The human body continues to produce different sorts of filth inside the body and it is of immense importance that it gets out regularly as toxic materials if not emitted by the body can cause different types of illness. This filth needs to come out of the body in the form of excrement, urine, sweat and phlegm etc., while the effort should be made to bring out these, there should also be effort to keep those parts of the body clean from where they come out. We need to clean ourselves well after going to toilet, brush our teeth regularly, cleanse our nostrils, cleaning our eyes and ears and trimming hair and nails regularly. We need to take bath regularly to ensure that our bodies remain clean. Children should be habituated to take bath regularly.

Cleanliness of the clothes

Unclean and dirty clothes cause different ailments. Skin diseases are mainly caused by dirty clothes. Therefore,

the cleanliness of clothes must be ensured. Kids must be asked to change into clean clothes regularly. Clothes must be cleaned soon after taking off.

Cleanliness of house

Regular cleanliness of the entire house is essential for good health of inhabitants. Rooms, courtyards and lawns should be regularly cleaned, household items should be cleared of dusts and kept in order. Cleanliness of kitchen, toilets, bathrooms and drains within the house should be ensured at regular intervals. It should also be ensured that there is no rubbish or waste accumulated in the neighbourhood, otherwise it will cause the germs to breed and make the whole area germ infested. Ultimately, it will adversely affect the health of people in the entire locality.

VIII-Sound sleep

Sound sleep is indispensable for good health. Due to physical and mental work, physical exercise and other activities within the human body, the body gets badly tired. In order to refresh and get prepared for the next day's grueling task, a good night's sleep is necessary.

The following important aspects must be kept in mind regarding sleep:

- The night has been created for sleep by the Almighty Allah. Avoid sleeping during the day except in summer.
- The one-hour long sleep prior to midnight is better than two hours sleep after the midnight, therefore ensure that you go to bed immediately after Isha (night) prayers. This will ensure that you have sound sleep and get up early.
- There should be at least two or three hours' gap between dinner and going to bed, so you should take dinner early, preferably around *Maghrib* (evening prayers).

- Leave everything unto Allah and keep your mind free from all sorts of worries. It will ensure that you get sound sleep, so essential for great health.
- Don't sleep either on your back or on your stomach, nor sleep while keeping your hands on your chest. This causes bad dreams and you don't get sound sleep.
- Kids shouldn't be told horror or fearsome stories before going to bed, otherwise they will be haunted by frightening dreams.
- Don't sleep while covering your face or with windows of the room completely shut, otherwise you will not get fresh air for breathing.
- Before going to sleep, ensure that lights are switched off and kids have urinated.
- Kids should get sufficient sleep. While youth should sleep for around eight hours, men and women should sleep for six and seven hours respectively for good health.
- Children should be accustomed to sleep in separate place from their parents. By ten years, kids should have their separate beds.
- People should ensure to sleep on bed as it will save them from harmful and poisonous insects besides dust, and several health threatening gases.
- Sleep gets adversely affected if you have overeaten or not eaten at all.
- Ensure safety from mosquitoes and bed bugs so they not just don't impact your sleep, but also your health.

IX- Joy and happiness

Sorrow, grief and distress badly impact health and destroy a healthy body. Many a times, regular distress and sadness lead people to madness, suicide, heart attacks, early ageing and many other serious diseases. On the contrary, living a happy and joyous life makes health better and improves resistance to illnesses and diseases. Therefore

parents should ensure that not just they remain happy but also keep their children joyous and happy. On the contrary, even if there are occasions of sorrow and trouble, efforts should be made to forget them at the earliest. Having complete faith on almighty Allah and trust gets rid man of all the sorrows and discomfort. We should have complete trust in Him.

X-Good character

The foremost basis for good health is good character. Even if a man possesses everything under the sun, but has bad character, he will gradually lose his health. On the contrary, belief, good conduct, character, integrity, good habits, empathy, understanding, compassion, charity and social work are traits that bring the happiness of God, but also the common masses. This also brings satisfaction of heart and peace of mind. Even despite eating average or less than average diet, a man can have good health, happiness, joy and long life. On the contrary, in our daily lives, we analyze people getting into deadly diseases due to bad character and bad habits. Good character is necessary not only for achieving success in the life Hereafter but also for attaining good health and success in this world. For the success of our next generation, this is of paramount importance and should be given maximum importance.

Kids' health and schools

As it is commonly known that schools are not just responsible to provide education to children, they have other important responsibilities too. This includes giving sufficient attention towards their health and physical wellbeing. It is due to the following reasons:

- The best part of a child's life from the perspective of physical growth is spent in school.
- Given the large scale illiteracy and social degradation in most parts of the country, there is very little hope

that parents will be able to take care of this important aspect of their children's lives. On the contrary, schools are usually equipped to deal with it, thanks to educated and learned teachers and management.

- If a child is physically unhealthy, he is not expected to do well in studies too.

Therefore the fallacious concept of sacrificing health on education is not just bad but disastrous for the child and for the society as a whole. The child, after completion of his studies from school, should take a healthy body and physical strength to fulfill the massive responsibilities that he needs to undertake in the later stages of his life.

Responsibilities of the school

When it comes to health, schools should give attention to the following aspects:

- Location of the school: Schools should be ideally located well outside the populated areas of the town. This will ensure clean surroundings and fresh air with lots of greenery all around.
- Building of the school, irrespective of the fact that it is big or small, ostentatious or modest should have sufficient space and airy. Rooms should be airy and have enough space for sunlight.
- Rooms should have high walls, large windows to illuminate the room during the day and sufficient space to seat all the students of classes.
- Blackboard should be kept at a place where the whole class could see it clearly. It shouldn't be kept at a place that when light falls on it, blackboard reflects the light back making it hard for kids to comprehend the text being written on it. Text should be large enough on blackboard to make it easy for students to read and understand and they don't need to make extra efforts to see it clearly. The seating arrangement of kids is such that the light comes from behind or left side. The light

that comes from the front or right side is usually harmful for eyes. While writing or reading, the distance from copy should be around twelve inches and students should be asked to sit in upright posture. If not given proper attention to this aspect, the eyesight can be impacted and backbone can also be impacted.

- There should be provision to regular cleaning of classrooms, courtyards, toilets, bathrooms, drains etc. Rubbish should be kept at a long distance away from school. The potable water should be given utmost importance and it should be ensured that it is clean. Most of the infectious diseases spread through contaminated water.
- The schedule should be arranged in such a way that students don't have to endure tiresome and uninteresting subjects for very long time. On the contrary, tough subjects are intertwined with easy subjects, writing and reading assignments are well-knit and physical and mental tasks are scheduled in right way. The recess and intervals should be managed in such a way that students have enough time for lunch, recess, prayers and sports.
- Prior to the beginning of regular classes, first 20 or 25 minutes are assigned for attendance when students are asked to stand in queues according to their class and height. There should be regular provision of health checkups, particularly physical cleanliness of clothes, body, nails, teeth, eyes, ears etc. Following health checkups, students are also given individual guidelines regarding their physical health. There should be provision of exercises, drills and physical training (PT) during this period and some prayers or anthems are sung during it. Initially, kids should be taught during play and games and they shouldn't be forced to sit idle for long hours. They should be taken for games and physical training during school hours too.

- School authorities, in collaboration with health department should also arrange for necessary vaccination within school premises and eyesight and hearing are checked regularly.
- Gradually students should be taught about hygiene and basic principles of it. They should also be informed about how to maintain hygiene and good health. The grown up kids should be trained in first aid and nursing and should be taught about checking fever, putting bandages and giving medicine. Schools should have everything required for first aid so whenever a kid is injured while playing or doing something else, can be provided first aid in school premises itself before being taken to a competent doctor.
- Students shouldn't be burdened with home work in the initial classes. This will allow them to play freely when at home. Even in senior classes too, most of the home work should be related to hobbies of kids or free study. This will ensure that kids don't feel overburdened by school activities and are able to use their free time in useful activities and enjoy the time.
- Schools must also make arrangements for sports, physical training, physical work and extracurricular activities including gardening, educational tours, picnic and social work etc and necessary arrangement should be made regarding these activities. There should be regular sports competition organized by schools and opportunities should be provided when students are able to compete with other schools in inter-school sports competitions.
- Good habits surrounding eating, drinking, reading, writing, waking up, sleeping, taking bath and being clean and tidy are developed among students. Class teachers should give regular instruction regarding it to children.
- They should also be informed about remedial measures too including informing elders when feeling ill, taking

regular medicines and using right diet during illness and important instructions about walking on roads and important measures to avoid infectious diseases.

- Efforts should be made to create awareness about these aspects among parents as well.

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Chapter 22

Learning or Acquiring Education

The whole system of education has been devised to learn and disseminate knowledge. Schools are launched to gradually provide information to children that they don't know and they should necessarily know. This includes reading, writing, expertise in different fields of education, etiquette, good habits, customs and manners of different occasions and good treatment with people. This process of learning that begins with childbirth continues till the death.

The task of learning is usually accomplished in the following fashions:

Learning through self experience

Kids are usually very naughty. They continue to do something or the other all the time. You will see them either doing something, making something new or breaking it apart all the time. In the course of such actions, they gain rich experiences. While some of these experiences are good and welcome, some others are not. Through these experiences they learn many things.

Learning through guidance

Parents, teachers and other relatives give great importance to providing training to children. They continue to teach them something or the other with love, affection and even with admonition and reproach. They correct them when see doing something wrong or indecent. Therefore, kids learn lots of things through such guidance from their parents, teachers and elders.

Learning through observation and imitation

The most vital source of knowledge for almost everyone is his eyes. The four fifth of everything that a person knows is acquired through his eyes. These eyes continue to make him observe multiple things all the time and provide information about them. Besides, kids learn a lot from copying and imitating others. Therefore copying and imitation too are integral part of learning and acquiring knowledge.

Learning through wisdom

Every child has to confront multiple scenarios and face innumerable difficulties. Sometimes, a young child helplessly watches his ball landing in a pit and he faces an uphill task of taking it out. At another time, his kite gets entangled in something and he finds it difficult to take it out without tearing it apart. On many occasions, there are eatable items of his choice kept well beyond his reach and he tries to get hold of them. There are occasions when he has to devise plan to avoid his teacher's wrath and on other occasions he has to make his parents happy. Therefore, he too is beset with innumerable issues of his own. The child needs dexterity and extraordinary brilliance and deftness in taking care of all these issues. He finds different solutions to his problems, tries them out and at times he succeeds in solving his issues. This way he learns many things through intelligence and wisdom.

Learning through impulsiveness

In the course of fulfillment of their natural instincts and needs, kids undergo different experiences. These experiences help kids in deciding their behaviour about different people and issues. This includes parents, siblings, love and affection for teachers, interest in different subjects, hobbies, fear of darkness and poisonous insects.

These are different ways and means that support in the process of learning.

Laws of learning

The following are three fundamental laws of learning:

1)-Law of preparedness, 2)-Law of impression, 3)-Law of practice

1-Law of preparedness

The task of learning can be accomplished only when the learner is prepared to do it. Without being prepared, nothing can be learnt as there wouldn't be any effort from him in this regard, making it impossible for both, the tutor and the pupil. Therefore, lots of emphasis is put on the preparedness and readiness of children towards learning before the beginning of a lesson. The fear of punishment or the external pressure cannot ensure result-oriented learning. On the contrary, if the process of learning is intertwined with the natural instincts of kids and their interests, the same kids put all their efforts towards the task of learning with their full readiness. In such cases the result is always excellent.

2-Law of impression

If consequences of a certain task are welcome and delightful, it will be done with utmost care, dedication and enthusiasm. On the contrary, if the task brings pain, sorrow or anguish, no one would like to ensure the same thing, let alone do it with happiness. Kids, many a times, make some mistakes whose consequences are bitter. Nonetheless, these very same bitter consequences stop them from repeating the same mistakes. On the contrary, they do those things over and over again that bring joy, delight and happiness. This is the reason that they are punished for their mistakes and appreciated and rewarded for their good deeds to associate

bad experiences with unwanted acts and good experiences with good deeds.

3-Law of practice

If something is repeatedly done, it brings dexterity and the same thing is done rather easily. When the same act is stopped for a while, the level of dexterity and expertise goes down. In order to teach something and create dexterity, it is of paramount importance to provide opportunities to practice it regularly. Based on this premise, if a child has to be taught some method, etiquette or good manners, he is made to do it over and over again. On the contrary, if he is expected to refrain from some bad habit, he is removed from those settings where he can get opportunity to commit the same mistake. He is kept under strict watch to ensure that he doesn't get that opportunity. In cases where a kid becomes fond of smoking or starts stealing, he is made to stop doing such acts.

Speed of learning

The speed of learning differs widely among different children. If the task is being done with full devotion, preparedness, hard work, with favourable environment and no opposition from any quarter, the speed becomes fast. It will become much faster if the kid also understands its importance and he doesn't feel tiredness from doing it. If the results are encouraging, then the speed of learning increases manifold. On the contrary, if the results are not encouraging, the speed slows down. Efforts should be made to make the environment favourable.

- If all the above provisions are met, then the speed of learning accelerates initially but the speed comes to a standstill after sometimes. But this shouldn't discourage the teacher or the pupil. It takes time for the learnt material to take root in the brain. On the

contrary, if the cause of slowdown is something else, then this reason should be removed.

- Before gaining expertise in something or the other, there are several stages. Sometimes the speed accelerates all of a sudden, while on occasion it slows down or even stops altogether.
- There is a limit of expertise. When this level is achieved, the progress stops completely and whatever effort is made, there is no further scope of improvement. When it is perceived that expertise has been gained in something, no more efforts should uselessly be put in the same task. Nonetheless, practice should be continued so the level of dexterity remains intact.

Dexterity in learning

Dexterity in learning is based on several aspects:

1-Reslove

The resolve of learner is of paramount importance in order to gain expertise or deftness in something. No one can learn anything without a resolve to do it. A teacher or trainer, despite all his expertise, knowledge or skill cannot succeed in teaching anything to a pupil without the preparedness and readiness of the pupil himself. Resolve also needs strong stimulus. A learner must realize the importance and usefulness of the task and should have firm belief that he is capable to not just learn, but also gain expertise in it.

2-Taking practical steps for learning

Only desire or intent is not enough. If someone has to learn something, he needs practical struggle in this regard. Learning is a tough process and hard work is required. A trade can be learnt only through practice. If a kid is being taught swimming by a dexterous swimmer, who knows its

nuances and has the experience of teaching it to a large number of students, the student too is listening intently to every rule of swimming, but doesn't enter the water, he will never learn it till he starts doing it. This is the reason that in modern schools lots of emphasis is put on students to practice what they learn or learning through practice. An impassive listener is not expected to learn something let alone gain expertise.

3-Favourable setting

The more favourable is environment or setting for learning something, easier it will be to learn. If the surroundings and environment are favourable and there is no impediment in concentration, it gives impetus to learning. Nonetheless, if there are roadblocks, barriers and factors interfering with the process of learning, it becomes a tough task indeed. In the given circumstances, hardly anything is learnt. Therefore emphasis is given on providing education in conducive and favourable environment and students are kept far away from those things that divert their attention.

4-Hard work

There is no alternative to hard work. It is of paramount importance to work with complete dedication and hard work to gain expertise in some trade or something else. Along with expertise and proficiency, emphasis should be given to speed as well. While it is important to work with clam and tranquility, this doesn't mean that it is done very slowly with laziness. It has been observed that experts do things very slowly. If effort is made to gain dexterity with speed, then both can be learnt together.

5-Duration

The duration of the task shouldn't be either too long to completely enervate a child or too short that it is not result

oriented. The duration should be fixed keeping in mind the age and health of students. If the kid starts feeling very tired, he should be given opportunity to take rest. Working while very tired or enervated is extremely dangerous for health. Besides, it is useless as well. In class schedule this aspect of boredom and tiredness is kept in mind.

Factors impacting the process of learning among kids

Experience shows that the following factors immensely impact the process of learning among kids:

1-Intelligence

The more intelligent a child, faster he learns. He is also more adept in using his newfound knowledge to face a crisis or solve a new issue.

2-Age

Till fifteen or sixteen years of age, the mental age of the child also grows. This means that the process of learning too continues without much of an issue. Kids can be taught lots of things till this age. Later, not much growth occurs in mental age of children, consequently slowing down the process of learning. Later, he can gain expertise in merely a few things. Therefore the best period to create interest in academics or in some art is till 15 or 16 years. The kid should be taught the basics of different fields of knowledge or different arts that he himself or his elders may be able to select right subjects for him when he grows up.

3-Experience

The more opportunities a kid gets to do something that he has learnt or a knowledge he has acquired, the more expertise he will gain in it. It also helps in learning other related subjects. Therefore more opportunities to experiment should be provided to children.

4-Stimulus or incitement

More powerful the stimulus, the more effort the child will put in learning it. He will devote more time and energy in learning something if he feels inclined towards it. Consequently, the chances of success are extremely high in such scenario. Therefore parents and teachers should ensure that the child is fully prepared before he is taught something new.

5-Positive result

If welcome and positive results continue to come midway during the process of learning, it further encourages kid to work harder. Success in itself is a big stimulant. Therefore kids should be given opportunity to see the consequences of their own hard work.

6-More energy

Appreciation and approval from teachers and trainers propel kids to do better and work harder. This also enhances the process of learning making it all the easier for pupil. In whatever capacity and whichever level kids succeed, they should be appreciated and their efforts should be encouraged. The encouragement should be by different means including through gifts as well. This will create more courage and increase the work capacity. Prizes, awards, trophies, marks and certificates etc are important means to propel kids do better.

7- Revision

Revision and practice make it easier for students to learn and acquire proficiency in something. It will also incite them to learn new things.

8-Interest

With higher level of curiosity and interest among children and thrust to learn new things, they will spend more time to learn. They will also try harder to acquire proficiency in it. By inculcating curiosity and interest, it becomes easier to teach kids. Without interest, it is very tough to teach.

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Chapter 23

Concentration and Interest

Concentration is that state of mind when it is made to concentrate on one single thing leaving everything else behind. It is due to the fact that the mind is able to obtain maximum information and knowledge about that particular thing.

Teachers usually demand their students to concentrate on one particular thing or the other. Their demand is also rational as there is no scope of improvement in education and upbringing till students are completely focused on the instructions of their teachers and fulfill the tasks required from them.

- The mind is always focused on something or the other all the time. It is either occupied by something from surrounding places, some talks or actions, some of their own works or imagination. While we may be sitting idle, even then some thought or the other keep crossing our minds.
- When the mind is attracted to something, for sometimes it occupies the centre of his mind, leaving everything else on the margins. In an instance, the mind's full attention is concentrated to that one particular thing. And when it occupies the centre stage, everything else is left to the margins. The same process continues repeatedly during the entire day.
- Concentration cannot be kept unbroken on a single thing for a very long time. On an average, the concentration is diverted four to five times in a minute. When it comes to small child, his span of concentration is not more than five or six seconds

except if different aspects of the same thing are repeatedly brought before him. In such condition, the concentration span can be kept focused for a little while. If it is not done, his attention will get diverted to something else. To keep focus during prayers (*Namaz*), it is essential that the mind is focused on what is being recited and reflect on its meaning. If it is not done, the mind will start wandering.

- A person can concentrate only on a single thing at a time. Those people who try to concentrate on many different things simultaneously, they make fatal error. This way, they are not able to concentrate effectively on any particular thing. Concentration can be kept focused on different things in one condition alone. If different aspects are intertwined in one single whole that can be kept in mind simultaneously, only then concentration can be kept alive. This includes the likes of shoal of stars, comets or even the human body that is made up of different parts or a sight that consists of multiple items. Overall, these things can become centre of concentration as a whole. Nonetheless, when concentration is put on a part of these objects, other parts of the objects will lose concentration.
- Some kids, while writing or doing their homework, continue to eat or look here and there or touch different educational aid uselessly. This is harmful for them as such actions cause concentration to divert from important things to unimportant aspects. Kids should be stopped from it. They should be told that only one thing can be done at a time.

Conditions for concentration

Parents and teachers continue to complain that kids don't really concentrate either on education or other important works. They also complain that children while away their time in playing, wandering, talking to their friends, making and breaking something or the other. They

criticize the kids for not concentrating enough on their education and other important aspects and spend time on useless things. Though their complaint is valid, but kids alone cannot be solely held responsible in this regard. Parents and teachers are also co-accused in it as there are some basic conditions that they don't really fulfill that are important in managing concentration towards something or the other.

There are multiple conditions for concentrating mind towards something or the other. These include internal conditions while some others are external.

External conditions

Following conditions are external:

Intensity: Things that are more intense and larger in size become all the more attractive. This includes bright colour, bright light, loud voice, beautiful and life-size poster. On the contrary, smaller products that are not so much bright, attractive or violent don't attract our attention. Therefore the text size on blackboards should be large and sketch should be bigger in size. The pictures that are meant for young kids should have bright colours. Even the chalks meant for writing on blackboards should also be colourfull. It is not advisable to speak in so low voice that kids cannot hear it properly. The voice should be audible enough that the whole class could hear it properly. Nonetheless, shouting is not appropriate for multiple reasons.

Repetition or reiteration: Repetition or reiteration of some words, phrase or sentence can easily attract the attention of young minds. Children listen to interesting stories where some attractive sentence or phrase is repeated after short intervals. Similarly, an advertisement every few minutes too attract people's attention.

Movement or change: Similarly, repeated movements and continuous changes in shape and size too draw attention of kids towards such products. These may keep

the interest of children alive for a considerably long time. The neon signs on massive signboards are put in place to draw people's attention towards them. The fluctuation in voice also keeps the attention alive. Suddenly falling down while walking, sudden flickering out of a lamp or abrupt stoppage of fans too draw kids' attention. In normal circumstances, these things may not draw people's attention, but a sudden change of course does precisely the same thing

Novelty or newness: Every new product or novelty naturally draws out attention towards it. Similarly, a familiar product, when comes before us in a new or changed form also becomes attractive for kids. If a child, all off a sudden, dons an altogether new or unfamiliar dress, he too will feel like a novelty for his friends. Nonetheless, the same may not happen when a completely alien object is brought out without being given any warning to the kids. Everything new should be related and based on information accumulated in the past. This may be both in similarity and dissimilarity. In the otherwise case, it may be overlooked or completely ignored by children.

Clear and comprehensible: Those things draw more attention and keep the interest alive that are clean, clear, obvious and easily understandable. Unclear, indistinct or blurred product may never draw a child's attention, let alone keep the attention live for long.

Comparison and contrast: When two contrasting products are brought together, they too become attractive for children. This includes pictures or charts made of contrast colours, products of two different places, income comparison of different people, death ratio of two nations from high and low income economies etc.

Internal conditions

The aforementioned conditions were external requirements. In the following lines, we analyze the internal conditions as well. These including the following:

Interest: Usually we are attracted to those products in which we have natural affinity. An infant can easily be attracted to some eatable item or toys while a research scholar will be excited to see a manuscript or handwritten book laying unattended somewhere.

Habit: If a kid is repeatedly asked to keep concentration on something or the other, he will become attracted to it, notwithstanding the fact that the product itself is not very attractive. An engineer is trained to be attracted to intricate machines, Qari of the holy Qur'an who is enchanted by excellent recitation of Qur'an or a dexterous expert of alternative system of medicine who comes across an old prescription. They are attracted to these things as they are trained to be attentive and attracted to them. This is the reason that people who return from their offices continue to talk about their official work even at home. This is because they have become habitual to do so.

Instincts and biological needs: Kids are easily attracted to those things that fulfill some of their instincts or biological needs. This includes food items, toys and sports materials.

Nature or disposition: Level of concentration is also impacted by nature or disposition. Some people, due to their natural disposition remain immersed in their own thoughts all the time, while others take utmost interest in external objects and their surroundings. Similarly, anger has the potential to make things worse by even small instigations. On the contrary, when a person is in favourable mood and joyous, he ignores multiple mistakes, even big ones too.

Mental power: The level of concentration goes up substantially if someone is happy and in good mood. Nonetheless, when someone is in foul mood, the attention is consumed by internal issues instead of external issues. Even in case of tiredness, the level of concentration goes down substantially. When someone is tired, his attention is diverted and concentration level goes down.

Types of attention

Types of attention can be classified under the following heads:

1-Intentional and unintentional attention

- When concentration is paid to something to achieve something else, it is called intentional attention. For example, working hard to pass examination with distinction, gaining prominence among fellow students, gaining appreciation from teachers or becoming favourite in the eyes of parents.
- When something in itself is very attractive and there is no need of intentional act in paying attention towards it, this is unintentional attention. This may include loud voice, bright colour, moving train, flying aircraft and large procession in progress.

Intentional and unintentional attention can be further classified in two more forms:

Obvious intentional

Obscured intentional

And

Spontaneous unintentional

Forced unintentional

Obscured intentional attention: When only one resolve is enough to keep attention focused on something, it is called obscured intentional attention. For example, when

a child resolves to study seriously and continues studying for long without any diversion.

Obvious intentional attention: When, due to some reason or the other, attention remains being diverted to other things and repeated resolves and efforts are needed to keep attention focused, it is called obvious intentional attention. This means if there are many things vying for attention or many objects that may divert attention to them, or if some idea strikes the mind trying to divert attention towards it, and repeated resolves are needed. Under the given circumstances, every effort will be made to keep focused alive on the work at hand and not other attention seekers.

Forced unintentional attention: When attention is diverted to something against one's owns resolve or intention, it is called forced unintentional attention. For example, if a child resolves to study seriously and sits down for this very purpose. His exam is very close and he wants to study hard to perform well in the examination. Nonetheless, due to loud voices or visitors thronging the place, his attention is diverted to something else.

Spontaneous unintentional attention: When the attention is diverted to something due to natural affinity or interest in it, this is called spontaneous unintentional attention. For example, if, in the course of study, an old friend comes or if an interesting game begins, this may cause spontaneous unintentional attention. In the given circumstances, a child may forget the job at hand and instead becomes enamoured in the new activity forgetting all his resolves.

2- Concentrated and divided attention

There are people who have greater control over their minds and can keep attention focused for a very long time. On the contrary, there are people whose attention gets diverted to something or the other and they are able to keep

concentration on different thing at a time. While the people involved in academic work need concentrated attention, the ones who manage some institutions need divided attention where they can keep attention focused on different things simultaneously. It is felt that girls possess divided attention and this may be the reason that they don't do that well in mathematics, as the subject needs deep and concentrated attention.

3- Wavering and unwavering attention

Young kids' attention keeps wandering and wavering. They cannot keep attention focused on something for a long time. On the contrary, elders' attention is usually unwavering and they can keep attention focused on something for a longer period of time. One thing that should be kept in mind is the fact that illness or tiredness too cause the attention to waver and wander.

Attention and interest

Attention and interest are interlinked. Everyone seems to be paying close attention to those things that are interesting for him.

We know that the children:

- Want to avoid hard work and they are not interested in doing something for a long period of time.
- Wait for vacations and recess and continue to make plans for picnics and outings.
- Are fond of freedom and don't like external pressure, restriction or subordination.
- Are fearful of attention and concentration and want to run away from things that require the two.
- Are fond of making or breaking something or the other, making loud voices and want nothing but games or sports.

Consequently, it is apparent that to make them study or do something serious is a tough nut to crack. The kids will focus on these things only when these are made interesting for them.

In order to make their lessons interesting for them, the following tactics can be useful:

- Students are told about the importance of the lesson so clearly that they themselves recognize its significance and value.
- The lesson is presented before them in such a fashion that it seems to fulfill some natural instinct of the children or seems one of things that interest them. This includes teaching while playing, or creating curiosity towards something and then fulfilling this curiosity. They should also be provided avenues to make and break things. Meanwhile, lessons should be made a part of gaining admiration of fellow children, appreciation from elders and positive reception by teachers.
- If possible, the crux of the lesson is presented in the form of story or dialogue.
- Fundamental aspects and abstract ideas are presented with the help of interesting examples, maps and charts etc.
- Lesson is made clear with the help of educational aid including globe, charts, maps, picture models and with the assistance of sketches made of colourful chalks.
- Children, their personalities and their efforts are respected, their assistance is sought in taking the lesson forward and their advices sought in the course of teaching. Nonetheless, they are not blamed in the eventuality of failure.
- They are given enough opportunities for competition and contests.
- Children should be allowed to see positive outcomes of their efforts to the maximum.

- Children are appreciated wholesome over their efforts and praised.
- Efforts are made to connect the lessons with their daily lives. They should also be given some homework that fulfills their basic instincts for example collecting seeds or making models etc.
- When the children reach the schools in the morning, their attention continues to get diverted to something or the other. Therefore, it should be ensured that the first period is either very interesting for them or considerably easy.
- A little while later, their attention span goes up substantially and reaches in top gear in second or third period. Consequently, tougher subjects that demand more attention are taught in those periods. These include mathematics, Arabic or any other language.
- Young kids have shorter attention span and they cannot keep their attention focused for very long. Therefore, their periods should be kept short and in order to make them keep attention intact, every few minutes something new should be added to keep the lesson interesting for them.
- To make things attractive for students and keep their concentration intact, it is of paramount importance that the teacher himself gives utmost attention to his task and shows extreme attention and interest in the lesson.
- Different parts of a lesson are interwoven in such fashion that they look complementary of each other and therefore, the attention naturally shifts to the next part. If this doesn't happen, students' interest will end with the end of the part of chapter.
- Similarly, different subjects too are interwoven in a way that attention naturally shifts to other subjects and concentration doesn't wavers.
- Everything new is presented as something interlinked with previous information. It will ensure that even a new chapter doesn't seem alien to kids.

- Students in primary class only pay attention to those subjects with which they have natural affinity or interest or that naturally attract their attention. This includes games, art, craft, bright colours and loud voice etc. If they are taught with the help of these things, the issue of lack of interest can be easily solved. Teaching while playing, use of colourful pictures will make it all the more easy. Nonetheless, slowly students should be accustomed to obvious intentional attention as people need to do many things in life that are not naturally interesting. In the long run, it will ensure that kids start paying attention to even those things that are uninteresting for them despite being very useful.
- The task of teaching should be done in a very peaceful and serene atmosphere. This will ensure better attention from students and keep those things far away from students that may disturb concentration. Teacher should ensure that those items that are not related to the lesson are kept inside the bag and remove unrelated texts from blackboard. Teacher should also ensure that unrelated pictures and charts too are removed from the class.
- It is not advisable to repeatedly threaten children, scolding them, thumping violently on desk and keeping sticks in the class in order to attract them towards the lesson. Though students' attention can be achieved for a short period, but it may not make any impact. On the contrary, repeatedly using such tricks, can create some sentiments that make it even harder to keep attention intact. After sometimes, such efforts become completely futile and useless.
- The whole class should be kept under strict watch. Even while writing on the blackboard, a teacher should ensure that his back is not in front of students. He should write from one side and continue to look at students. He should also ask questions suddenly from

students who don't seem attentive. This will ensure that kids will have attention focused to the lesson.

- A fact that should always be kept in mind is that kids have extremely short attention span. At a time only a few things can fit in their minds. Therefore short sentences should be used while teaching. A teacher should speak slowly and while dictating texts, he should use very small and crisp sentences that are clear and audible.

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Chapter 24

Memory

Memory is that part or power of our brain that stores our experiences, memories, pictures and with whose help we recall those incidents, issues and people and recognize them. Memory is our ability to encode, store, retain and subsequently recall information and past experiences in the human brain. It can be thought of in general terms as the use of past experience to affect or influence current behaviour. It is the sum total of what we remember, and gives us the capability to learn and adapt from previous experiences as well as to build relationships.

The importance and significance of memory doesn't need much explanation. We cannot take a single step without it. If we start forgetting our past experiences, don't recall our promises, loan, financial dealings, our daily routines, places, right ways to go there, relations with different people and their faces or forget the teachings of Allah and those of the last Prophet (pbuh), our whole life will become like hell. Everyone can easily understands the sort of problems one will confront in case of memory being wiped out.

Memory is a natural power and it is related to the natural configuration of the human mind. Therefore, there is no question of fluctuation in it. This is God-gifted and remains unchanged. Nonetheless, if a man learns ways to use the memory, then even a man of ordinary intelligence can do wonders. Therefore, people should know the right way to use the memory in best possible ways.

If the following features are found in memory, it is called good memory:

- Remembering fast
- Keeping it alive in mind for a long time
- Recalling easily when needed
- Forgetting unimportant things

If we learn to use this power dexterously, then these qualities can become part of our memory. We should also understand some other important features about memory.

Pillars of memory

Memory has the following pillars:

1- Safety measures

This means making some incident, conversation or some episode take root in the mind. The more detailed is a thing, the greater impact it leaves on the mind and remains etched up for the rest of the life. If we ignore it and just have a cursory look at it, then the impression on mind will be unclear and will be easily forgotten. If, before memorizing something, students are clearly told its meaning, its usefulness, value and utility, then it will be memorized with greater attention and will remain alive in the mind for a long time to come. Initially, kids learn lots of things without comprehending their importance, by just listening, through repetition. Many things can be taught to so young kids this way too. This includes invocation, prayers, couplets, phrases, and multiplication tables. Nonetheless, if they are also clearly told about these things importance before asking them to memorize those things, it becomes all the easier for kids. When something is memorized with greater keenness and interest, it can be kept alive in the mind for very long time to come. Naturally too, humans tend to remember those things with which they have affinity and interest.

2- Recall

Recalling or remembering something when needed: This is a very important part of memory. While we have huge amount of old memories in our mind, but we are not able to recall them timely, it is all but useless heap of information. On the contrary, if whatever is in memory comes to mind when the need arises, it will be more useful than having large amount of memory that cannot be recalled.

An important aspect that should be kept in mind is that those things which are memorized skillfully and dexterously can be immediately recalled. While memorizing, following aspects can be of immense help in recalling things:

- One thing can be memorized rather easily with the help of another thing. On the contrary, if everything is memorized separately, it will be very hard to recall when needed. Therefore, everything that is memorized should be linked with previous set of information. For example, in order to help child memorize easily we can say that Shibli Nu'mani was born in the year 1857, the year of first uprising in the country. Similarly, the child can be told that the same year when Shibli died in the year 1914, the First World War broke out. The year of Maulana Azad's birthday (1888) contains three 8s and he was older by one year to Pandit Nehru.
- This correlation can be kept in the following three ways:

(1) -Through interconnection: Higher the level of interconnection or closeness between two things, higher the chance that they will become intertwined. This means that recalling one thing will also help recall the other as well. For example, if someone repeatedly sees two friends together, he will tend to recall the other too if he finds one friend alone. Similarly, people tend to recall *Namaz* with the sound of adhan as both are integrated to each other. In

the same way, if some sort of relation is established between two different products, then the task of memorizing and recalling becomes very easy.

(2) -Through similarity or contrast: If something new is compared with a similar product and the difference or similarity is clearly explained, then with the mention of any of the two, the other one will effortlessly come to mind. For example, when donkey is compared with zebra or camel is compared with giraffe. Nonetheless, if there is very close similarity or resemblance, then one can make mistake in recognizing either of the two. Two brothers with similar facial features usually face the issue of mistaken identity. Therefore, it also becomes necessary to pinpoint small differences between two similar products while recounting their similarities. Many a times, Hafiz of Qur'an get confused between those verses that sound similar or have similar meanings. Therefore, in such cases, students should be told about the context of such verses and the differences too. This will remove any confusion in the mind of the Hafiz.

(3) –Through comparison: If something familiar is compared with a new product and then their differences explained, it will also help in recalling one product with the mention of the other. Many things are recognized due to their opposition. For example, an act of charity can be recalled by remembering selfishness. Comparison of Akbar and Aurangzeb in religious policies is also a case in point.

Therefore, connecting older information or knowledge with new information, be it through closeness or comparison, it becomes extremely easy not to just memorize, but also recall. It should be kept in mind while teaching young kids. Everything is linked to older lessons and through proximity or comparison, it is memorized.

- If someone wants to remember contents of a lesson or speech, it will be a lot helpful to first give it a topic and then a short sketch of its subheadings. With the help of

the topic, the content of the speech or lesson can be recalled and with the help of subheadings, the whole speech will come to mind without much of a trouble.

- While memorizing, it should be done with full confidence. If there is no scope of doubt or uncertainty, it becomes entrenched in mind and thus unforgettable. In the otherwise case, there is strong probability that it can easily be forgotten.
- Things, when related to a certain place, object or time are also easily recalled.
- Young kids' circle of wisdom is also very limited. At a time, they can memorize merely two or three things. Therefore, their books should have smaller and crisper sentences with simple words. There should be less complexity in written questions too. They shouldn't be given multiple orders in one go as they will forget many of the questions. If they are asked to bring some provision from market, they shouldn't be ordered to bring dozen different items in one go. There is high probability that they will forget a couple of things. If it is very important to bring everything, they should be given a written list instead of being verbally told.

3-Recognition and identification

This means clearly recollecting something or remembering it instantly when either coming across or recalling it. This is an important part of memory. If we are unable to recall someone in his previous position, we will face immense trouble as we wouldn't be able to treat him with the respect he deserves. We feel humiliated when meeting an old acquaintance, while we remember that we have seen him somewhere, but don't clearly recall his name or the place where we met, thus not clearly identifying him. Thus we are unable to welcome him with what he deserves. Therefore, with the faces of people, their names, where the meeting took place, the backgrounds of the meetings

should also be clearly remembered, to make it easy to recognize fully.

We know as to how harmful is child's tendency to remember a lesson by rot while not recognizing alphabets or words. Along with recalling and memorizing, recognition should also be well practiced.

Remembering the names of students and calling them using their names means a lot for kids. It shows teachers' love and affection towards them. This gives a sense of importance to kids. A teacher should ensure that he not just recognizes the faces of every child of the class, but also remembers their names. Asking to do something with name seems to be more effective than ordering through gestures. This also makes it easy to control the class.

Different methods and techniques of memorization

Experience shows that the following techniques have been of immense use in memorization. These help in easily memorizing things, recollecting and recalling whenever it demands.

1-Memorizing while mind is fresh

It is always beneficial to memorize things and lessons when the mind is fresh and refreshing. Memorizing when the mind is tired, bored, uninterested or jaded makes the task all the more difficult. Despite working hard, it is impossible to memorize the lesson in such conditions.

2-Memorizing the whole instead of parts

It means asking the kids to memorize the whole instead of dividing it in small parts. If a teacher wants students to learn a small surah, invocation, small poem or a small paragraph, it is always advisable to do it completely in one sitting rather than dividing in small parts. Students are asked to recite the whole poem or the *surah* repeatedly and the ones that have been memorized are recited without

having to look at the written text. Regarding those that have not been memorized as yet, reciting them while looking at the written text will help memorize the whole text in no time. On the contrary, memorizing each couplet separately makes it very hard to remember and takes far longer time in doing the task.

3-Memorizing the whole after dividing it in different parts

If the *surah*, poem or speech is very long, then the kids should be asked to read them a couple of times. They should be clearly told the meaning of the surah or the text and when they are ready, these should be subdivided in small parts and then asked to memorize. The text is subdivided in such a manner that the parts are complete in the sense that they are meaningful. If students are asked to memorize a long poem, they should be asked to memorize different stanzas separately, nonetheless a relationship is made between every stanza with the next one. This will ensure that students are easily able to memorize the long poem or a very long speech without much trouble.

4-Memorising with intervals

Instead of asking kids to memorize something in a single sitting, it is advisable to ask them do it in different sittings with multiple intervals. It is not just helpful in the task of memorization, but also becomes very deep-rooted. It is also less time consuming as in every new sitting the brain becomes fresh after interval and functions optimally. If memorized in this fashion, it is all the more easy to recollect in future.

5-Keeping the mind idle after memorizing something

If the brain is kept on leash and forced to memorize all the time, without any break, it badly impacts its

performance. Therefore, it is advisable to allow it some rest after memorizing something, to make it take root.

6-Memorization while interconnecting

If something new is being memorized, it always helps to create some sort of connection or link with older memories and lessons. This helps not just in the task of memorization, but also recollection when the need arises. It is always very difficult to memorize those things that seem disorderly or jumbled texts. On the contrary, easy and organized things are easily memorized and we are easily able to recollect them in future. Words of poems, couplets, stanzas, words of prose and even sentences, historic incidents and their dates have a special sequence and connection. If these are kept in mind, the whole task becomes very easy.

7-Regular revision

Everything that is memorized is usually forgotten within a couple of days, if not the same day. Therefore, it is of paramount importance to revise everything that has been memorized periodically. This will ensure that it remains etched in the mind and easily recalled.

8-Making the mind ready before memorizing

If you are going to ask kids to memorize something, it is advisable to clearly tell the child about its usefulness and importance. The more the mind is ready and receptive, easier it will be to memorize.

Types of memory

There are different types of memory

- **Immediate memory**: This kind of memory is useful for just a short period of time and its utility ends as the work at hand ends. This may include a dialogue during

a play, a speech that has been written for a particular occasion etc.

- **Long term memory**: It is that type of memory which is of permanent use for us. This includes multiplication tables, meaning of words, formulae, important historic incidents and dates.
- **Memorization by rot**: This is the sort of memory where every word is memorized. In such condition, there is not much use of giving attention to the meaning of words. Many kids learn by rot without even understanding the text.
- **Logical memorization**: In such cases, instead of words, their meaning is kept in mind and it is repeated or recalled when there is the need.
- **Sharp memory**: Is the sort of memory when someone can memorize very fast.
- **Poor memory**: It is the sort of memory when someone is able to memorize something after struggling hard for a long time.
- **Special memory**: Some people are more adept in remembering visual pictures, while for others it is easy to memorize what they listen. The people who are better in memorizing through visual effects, they cannot memorize till they read the text themselves. They cannot memorize by merely listening to something. While recalling certain text, they do so while recalling the text written in a book, or the whole picture of the blackboard with the text inscribed on it. Some hafiz while reciting Qur'an feel as if they are reading it from a copy of the Qru'an to the extent that they see them visualizing turning the pages. Such people have a natural tendency to remember the picturefaces for a very long time. When they meet someone, they can recognize them easily even after decades. On the contrary, people who are better in memorizing through listening, they can easily memorize through listening and can recall completely without making mistakes. Such people can memorize Qur'an, poems, texts etc without much of an issue.

• **Unconnected memory**: When it comes to memory of young kids, they don't have much connection while memorizing. They can remember even unrelated and isolated words and sentences. Initially, they use this unrelated memory. Later, when they grow up a bit, they tend to connect these unrelated memories.

Important points to remember

- Kids are asked to memorize only when they are fresh and in good mood.
- An effort should be made to create some interest regarding the thing they are going to be ordered to memorize. They should also be told its meaning clearly and its significance and importance.
- Kids are taught self confidence. A sort of confidence is created among them that they can easily memorize everything.
- The text, poem or speech is provided to them and they should be given opportunities to read them repeatedly. More the revision, better the memory.
- It is all the more advisable that kids are asked to listen to what the other has memorized. This way it becomes easy to remember.
- Revision plays an important role in long-term memorization
- Instead of memorizing in a single sitting, it is much better to do the task in multiple sittings. Things that are memorized in this fashion last a lot longer in the mind.
- New text is presented in interlinked and well-knit form. Its relation with previous information is also highlighted.
- More opportunities are provided to use senses in this regard. It means students are made to listen clearly and repeatedly what they have to memorize. It should be clearly written beautifully on blackboard. If it is in printed form, the book should be shown to the kids. If

possible, kids are asked to write in down in their copies. The more senses are allowed to be used in it, easier it will be to remember.

- After short intervals, a teacher should assess as to how much the kids have memorized. Whatever hasn't been memorized well, should be given more emphasis.
- In childhood, lots of attention should be paid to memorization. Many important things including Qur'an, *azkar*, poems, couplets etc are memorized easily during this period. If a kid of seven or eight years of age is asked to memorize Quran with utmost love and affection and asked to give sometimes to study mathematics and mother tongue, he will completely memorize Quran by ten or eleven years of age. He will also be able to adjust to other kids of the same age in school as well who have been in school since early age and didn't have the good fortune of memorizing Qur'an.

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Chapter 25

Pedagogy or Teaching

Pedagogy is the discipline that deals with the theory and practice of education; it thus concerns the study of how best to teach students, to read and write or gaining expertise in some particular field. Through, teaching or pedagogy, a teacher gradually provides different information to his students and provides them opportunities to learn different things through theory and practice. He prepares them to face an uncertain future to his best abilities.

The task of teaching can be done only when (a) there is a kid eager to learn, (b) a teacher, and (c) something through which something is taught to the kid (material).

Through pedagogy or teaching, a teacher tries to create a sort of connection between the child and the teaching material.

There is a huge difference between the profession of teaching and other professions. Goldsmith, carpenter and blacksmith have to deal with lifeless objects that can neither think or nor have some ideas of their own. These products are completely under their possessions and they can do with them as they please. They can showcase their expertise over these products in the best way possible. These objects cannot do anything against their owners' will. Nonetheless, a teacher has to deal with a live human being (child) who has his own resolve, his own interests, hobbies and activities. If his agreement and interests are no kept in mind or if his age is ignored by his teacher, all the hard work put in by the teacher will bear no fruits. Despite spending long hours with the kid, all will be unproductive and useless.

Therefore, it is of paramount importance for a teacher to be well aware of the child, subject matter and the method of teaching. Besides, he should possess the best talents needed to deal with kids and benefit them.

- He should know about the kid as to what is his nature and what are different stages of growth. He should also know different and distinct features of every age group, child's interests, leanings, what attracts him, what he easily memorizes and becomes habituated by. The teacher should also have complete idea as how gradually he grows, learns different new things, how he deals with everything and what activities entice him. He should also realize the speed of his progress, how he learns things and what is his style of functioning. The teacher should also know as to what sort of things interest him the most and how he is different compared to grown up people.
- He should have great love for the subject he teaches and should know it well. He should also make conscious effort to expand his knowledge through regular study.
- He should also have a clear idea as to what kids should be taught and in what sequence the matter is brought before the child. Besides, the teacher should be well-adept in methods of teaching and educating kids.

Important features of successful teaching

Teaching is successful when:

- It creates a thirst for learning and acquiring knowledge among kids.
- Every preparation is complete well before the beginning of the class, its contours are prepared and lesson is taught according to the sketch prepared by the teacher.

- An environment of love, affection and empathy is maintained in the classroom and there is rarely a need of scolding let alone of physical punishment.
- It creates a spirit of cooperation and coordination among teachers and students and could keep the attention of students intact.
- New things are connected with older information and knowledge and when the content is presented in a way that it looks connected to real life.
- Every effort is made to remove individual and collective problems.
- It creates self confidence, freedom of thought and creativity among kids.
- It teaches kids how to use acquired knowledge in real world and provide opportunities for experimentation.

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Chapter 26

Method of Teaching in the Light of Holy Qur'an

We have already written in detail about teaching in the light of Prophet Muhammad's (pbuh) life and traditions. Now let's see as to how Qur'an guides us in this regard.

Desire from students and their preparedness

The first thing that comes to the mind immediately after opening the holy Qur'an is that the most important thing regarding dissemination of knowledge and teaching is the true desire in the heart of the seeker. Until the student is not eager in this regard and his heart and mind are not concentrated and fixated to the task of learning, the whole process will remain unproductive and without any meaningful result. This is irrespective of the usefulness or importance of the matter or the high stature of teacher. The following verse of the *Surah Fatiha* or 'The Opening' makes it abundantly clear.

Guide us to the straight path. (1-6)

This sincere prayer and invocation is the biggest proof in this regard. A teacher needs to create a sort of thirst among students regarding seeking of knowledge and prepares them for acquiring knowledge. Without it, all his efforts will go in vain. Therefore, a teacher, with full sincerity should try to present differences between educated and illiterate, virtues of education, bounties and rewards for *alim* (scholar) and importance of education. He should do it regularly to create inclination towards education among his disciples.

Qur'an has tried to create thirst for education through the following verses:

Are those who know equal with those who know not? *(39: 9)*

To whom wisdom is given, he has received abundant good. *(2:269)*

God will exalt those who believe among you, and those who have knowledge, to higher ranks. *(58: 11)*

The learned among His slaves fear God alone. *(35: 28)*

Confidence on the knowledge of teacher

Another important feature of being able to benefit from teaching is complete faith in the knowledge of teacher and his ability to disseminate knowledge. The basic task of a teacher is to teach his students and inform them what they know not. Nonetheless, if the confidence of students has been shaken due to either teacher's incompetence or due to his own mistakes and they are no longer ready to believe in what he is saying is correct, there is no way they can benefit from him and his inculcations.

In it is guidance sure, without doubt, to those who fear Allah. Those who believe in the Unseen *(2: 2-3)*

(This means these are the people who tend to believe those matters that are beyond the comprehension of human mind, merely on the words of Qur'an. These are those things that don't come in human experience or experiment. This includes the Personality of God and His Attributes, angels, revelation, paradise and hell etc.)

Therefore a teacher needs to strive to keep his students' confidence intact. But this will be possible only when he is educationally qualified, competent and proficient in the subject he has been teaching.

Belief that Allah is the source of all knowledge

Every knowledge can be beneficial to a person, society or humanity as a whole when it is begun with the name of Allah and His attributes and qualities are kept alive in minds. He should also thought to be the source of all knowledge and there is firm belief that only He possesses knowledge and whatever part of knowledge that one has achieved, is due to His beneficence. This way, a person can be saved from being involved in self grandiose or achieving education through wrongful means or its use in wrongful objectives. He should also pray to Allah for increase in his knowledge. The following verses throw ample light in this direction:

Lo! God is Knower, Aware. (49-13)

God is Knower, Wise. (24: 18)

Lo! God is Aware of what they do. (24:30)

My Lord includes all things in His knowledge. (6: 80)

Read: In the name of your Lord Who created. (96: 1)

And when you recite the Qur'an, seek refuge in God from Satan, the outcast. (16: 98)

And if a slander from Satan wounds you, then seek refuge in God. (7: 200)

A teacher needs to feed the student that the source of every knowledge is none but Almighty Allah and that His knowledge is all embracing. Whatever portion of knowledge that a person gets is merely due to the beneficence of Allah.

Before beginning the lesson, a teacher should recite loudly *Auzubillahi minash Shaitanirrajeem, Bismillahir rahmanir Rahim* and ask his disciples to do the same. He should also repeatedly recite the following prayer:

Rabbi Zidni ilman (20: 114)

O my Lord, increase me in knowledge.

He should also ask his students to recite the same prayer as well. This way, not just he, but his students too

will be saved from being bitten by the self grandiose bug, getting hold of education illegally and misuse of thus acquired education on nefarious activities. Such prayers will also save all of them from the incitements of Satan.

Trying to attract them towards lesson

Everything is listened only when it is listened intently and carefully with full attention of mind. Qur'an itself deploys different means to attract people's attention. Some of the methods that Qur'an uses are mentioned here:

- **Begins addressing *Huruf Muqatta'at* or disjoined letters**

It begins with disjoined words like *Alif Lam Meem, Alif Laam Ra, Ka Ha Ya Ain Swad, Ta Ha, Ham Meem* etc.

- **Begins with a question**

O you who believe! Shall I show you a commerce that will save you from a painful punishment? (61: 10)

Say: Shall We inform you as to who will be the greatest losers by their works? (18: 103)

When the earth is shaken with her (final) earthquake, and the earth yields up her burdens, and man says: What ails her? (99: 1-3)

When the heaven is cleft asunder, when the planets are dispersed, when the seas are poured forth, and the sepulchers are overturned. (82: 1-4)

Those are they who will be brought near in Gardens of Delight: a multitude of those of old and a few of those of later time on lined couches, reclining therein face to face. (56: 11-13)

In Surah Rahman of the Holy Qur'an, this has been talked about in great detail

- **Tries to attract students' minds to answers in response to questions or objections by others**

A questioner questioned concerning the punishment about to fall upon the disbelievers. (70: 1)

Qur'an addresses people with question ("they ask you")

They said: When we are bones and fragments shall we, forsooth, be raised up as a new creation. (17:98)

Has God sent a mortal as (His) Messenger? (17: 94)

- **Prepares people to listen carefully by suddenly talking about some incident, foretelling or predicting something**

  Alif. Lam. Mim. The Romans have been defeated in the nearer land, and they, after their defeat will be victorious within a few years. *(30 : 1-4)*

In the above mentioned verses, Qur'an predicted about the eventual victory for the Romans when Iranians had summarily beaten them, and their reemergence from the ruins of the destruction and defeat looked well nigh impossible.

Lo! We have given you (O Muhammad) a signal victory. *(48:1)*

The victory over Makkah has been predicted in this verse at a time when apparently Muslims had to sign a treaty unwillingly with the non-believers.

- **All the above mentioned means too are simultaneously used when intention is to suddenly arouse interest.**

  The Calamity! What is the Calamity? Ah, what will convey to you what the Calamity is! A day wherein people will be as thickly scattered moths, and the mountains will become as carded wool. *(101: 1-5)*

In the above-mentioned verses, news, questions, scene, all have been brought together at once to attract people and their minds.

Similarly, a teacher too should try to attract the attention of children before beginning of the lesson in the class.

Presentation

After creating curiosity and getting complete attention of the reader, Qur'an presents its teachings. It comes with oratorical style, the most impressive style to address people. The whole Qur'an was revealed in small parts as sermons or speeches and the Prophet (pbuh) continued to present it in the same form in front of people. The oratory that comes with Qur'an is so impressive that it completely enchants and captivates the listener. Even the bitterest opponent of the Prophet (pbuh) like Utba gives up opposition merely after listening to a few verses of the Holy Qur'an. A small part of Qur'an completely transforms the life of a sworn enemy of Islam like Umar bin Khattab (RA). The list is simply endless. Qur'an with its pious and virtuous teachings, stately style of address, unmatched impressiveness, and powerful style of address instantly attracts the listener or reader. Qur'an is so impressive as it is the word of God, even the people who manage to bring a fraction of its style in their oratory, tend to revolutionize millions of lives. Rumi through his *Mathnawi*, Iqbal through his powerful poetry, The Ikhwan us Safa through their magazines, Abul Kalam Azad and Maulana Maudoodi through their potent prose with the help of Qur'an have been able to create a meager reflection of the power-packed oratory that is the hallmark of holy Qur'an. Despite their writings and poetries being mere insignificant reflections, they have been able to impress a large number of audiences and readers worldwide.

Therefore, a teacher needs to bring power in his expression. Nonetheless, it will be possible only when he has complete faith and confidence on his knowledge and he has some important message to convey to his pupil. This message will impress the intended audience (students) if it comes from the deepest part of his heart.

Explanation and clarification

Qur'an doesn't merely confine itself to powerful oratory, but also takes help from the following features in order to put its point across effectively:

- Comes up with substantiations from the universe and from within the human bodies.
- Gives references from our surroundings.
- Presents our daily experiences and experiments in the form of evidence supporting its arguments.
- Presents different sorts of examples and patterns and deploys analogues to make its arguments all the more effective.
- Brings forth proof supporting its arguments from major incidents of historic importance and ruins of old civilizations that once lived there.
- After presenting different incidents, derivates results.
- Takes help from stories of prophets, communities and people who once lived across the world.
- Presents the same truth in different patterns, to enable people of all qualities and qualifications to understand easily.
- Presents the scene in such wonderful style that people find them having the same effect as any person who has seen it through his own eyes.
- Solves people's questions, doubts and suspicions through forceful evidences, proofs and reasoning.

A teacher should also seek the help of the same methods when the need arises while detailing and explaining to his students.

Questions

In order to keep people's interest alive and create curiosity among them, it continues to ask questions midway.

Seest thou not how thy Lord dealt with 'Ad people. (89: 6)

Do they not look at the Camels, how they are made? And at the sky, how it is raised high? And at the mountains, how they are fixed firm? And at the earth how it is spread out? (88: 17-20)

And what is that in thy right hand, O Moses? (20: 17)

Listens carefully to answers of the questions and if questions are very clear, answers their questions straight away and then proceeds further

He said, "It is my stick; on it I lean; with it I beat down fodder for my flocks; and in it I find other uses." (20: 18)

If thou ask them, who it is that created the heavens and the earth, they will certainly say, "Allah". (31: 25)

A teacher should also keep on asking different questions to his pupils in the course of teaching. Besides, he should also provide them ample opportunity to keep asking questions. He should also give satisfactory answers in response to their questions, doubts and inquiries. He should also hear students' responses carefully and allow them to speak their minds. This will help him understand them and their developing minds.

Summary or gist

After short intervals, Qur'an keeps on providing gist or summary. The initial speeches, *surahs*, *rukus*, things have been presented in detail. On the contrary, in siurahs towards the end of the Qur'an, the same teachings have been presented in abridged form. This is to ensure that people are able to keep them alive in their memories so they never forget them.

If you ponder over the surahs in the last chapter of Qur'an, you will realize that vast details have been described in small verses and surahs.

By (the token of) Time (through the ages), Verily man is in loss, except such as have faith; and do righteous deeds, and (join together) in the mutual teaching of Truth, and of patience and constancy. (103: 1-3)

In this brief Surah Qura'n has presented the gist of its teachings very succinctly.

A teacher also needs to summarize the parts of the chapter that has been completed daily. Later, when the whole chapter has been completed, he should prepare a short summary of the complete chapter and present it before his students. This way, students will be able to remember all the parts of the chapter and then the complete chapter as a whole.

Reiteration and repetition

Qur'an has taken utmost care to reiterate and repeat important points. It has superbly used reiteration to make its message clear. There are hardly any pages of the Qur'an where one basic teaching or the other hasn't been reiterated. Nonetheless, these reiterations and repetitions have been done in a way that they seem fresh with impressive presentation.

A teacher should also use reiteration and repetition to put its message across. However, if there is monotony, it may make the things all the more boring and uninteresting for pupils.

Devolution

Qur'an doesn't confine itself to convince people through explanation, powerful evidences, reasoning and impressive oratory. Instead, it does much more. It poses questions in front of its audience and asks them to ponder over those questions, come with their own sets of responses and accept it after being completely convinced of its authenticity. Besides, in order to gain the peace of mind and complete satisfaction of heart, it wants them to observe

and use their old experiences. If that is not enough, it also prompts them to ask and enquire regarding it from those people who have some knowledge in this regard.

"Travel across the world", has been mentioned as many as six times in Qur'an. "Have they not travelled the world?" has been mentioned seven times in the holy Qur'an. Through such questions, it asks people to first get completely convinced through their own individual observation.

Similarly through using words, 'ask', 'let them ask', 'let them enquire' as many as nine times, Qur'an asks the people it is addressing to seek their satisfaction by asking those people who they believe might know the answer.

A teacher should give ample opportunities to his pupils to experiment and observe about thing that has been taught. This will not just help them use the knowledge thus acquired in their practical lives, but also get complete satisfaction of heart about the usefulness and authenticity of their knowledge.

This is a short narrative of Qur'anic concept of education. It shows as to how easy, the Qur'anic teachings have been made for the common folks.

> *And in truth We have made the Qur'an easy to remember; but is there any that remembered. (54: 17)*

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Chapter 27

Common rules of Pedagogy

In the following pages, we discuss some common rules and laws of pedagogy. These rules are based on long experience in the field and close analysis of child psychology. These rules must be kept in mind and followed while teaching all the subjects to make the lesson useful and impressive.

Rule of willingness

This means that the lesson should be begun when students are really willing and prepared for the task ahead. It is due to fact that only those things are done well with full involvement, where the mind is willing and eager. And if something is done under duress or external pressure, it is usually taken as forced labour. We are well aware of the fact that kids don't want to pay attention for long periods of time. They also don't take pressure and duress rather kindly. Usually, they are not very fascinated by boring activities like reading or writing. Therefore, their teachers use threats, corporal punishment, making the task of reading and writing all the more threatening and dreadful for them. Many stop going to school in such circumstances, and the ones who are forced to do, don't take much interest in their studies. To make education and the process of learning fun, the following methods can be used.

- Through appropriate questions, short conversation, attractive pictures and eye-catching models, curiosity is created among kids.
- Later, students are informed of usefulness, helpfulness and value of the lesson.

- They should be clearly told that they are being taught it due to its such and such usefulness.
- A competitive spirit is created among children.
- Learning through sports is another effective way of teaching. Alternatively, the lesson is presented in the form of story.
- Students are given opportunity to make something. They should be allowed to have some practical work as well.
- Their suggestions should also be sought in taking the lesson forward.

With the question of willingness solved, another issue is automatically taken care of. The issue of attention and interest is automatically solved. When they are prepared to do something out of their own willingness, it is expected that they will pay their full attention to it and will continue to work hard despite some bottlenecks too.

Rules of selection

This means that kids are taught only those things that are extremely useful, appropriate and suitable for their nature, abilities and objectives. This also entails teaching only those things that a teacher can effectively teach with his meagre available resources.

We all know that knowledge is a massive sea while the period of education is very limited. Our lives are also very short. Despite spending the whole lifetime in quest of knowledge, you can still not move beyond the seashore. Therefore, a teacher, while selecting their syllabus, should be very selective and make them work on those things that are essential and useful, he shouldn't allow the time to go waste in vain in useless activities.

Related to real life

This means that new information are made relevant to kids' real lives, their experiences, their past knowledge and

their social and natural surroundings. This way they will be able to understand everything rather easily. Besides, it will also help understand the importance of the knowledge they are being provided and its relevance and usefulness in their lives. It will also help them implement the knowledge acquired in their schools in their daily lives. It has been experienced that heart and mind don't seem prepared to learn or work on those things that are irrelevant and unrelated. These things are easily forgotten. If young kids are taught about those issues that they will need when they grow up, they will neither understand those issues, nor will they be able to remember it.

Learning through doing

Instead of telling everything to students, they should be given enough opportunities to learn through doing. Even those chapters where there is not much scope of learning through practical work, lessons should also be concluded with some practical activities including some writing work at the end of a verbal lesson and do some activities after informative lesson. This may include activities like making model, scenery and collection of flowers or leaves.

As students are always eager to do something or the other and continue to make or break something, they may be able to learn a lot through such interesting activities. If this is integrated with teaching, education will become a fun-filled activity for them. This also means that whatever kids learn will be entrenched in their young minds. For example, instead of verbally telling them the method of *wudhu* or *namaz*, if they are taught through practical means, they will learn it instantly. If they make some mistakes, it can also be corrected on the spot. In verbal education this is nearly impossible.

The rule of splitting up

This means that whatever is being taught should be taught by splitting in small parts. This splitting up should be natural and done in a way where every part is kept naturally relevant with its previous and subsequent portions. This means that the development of the lesson will be gradual and it is rather easy for students to understand the lesson naturally. Without keeping this aspect in mind, teaching may become entangled or dishevelled and cannot be recalled at the right time.

Rule of revision

Whatever is taught to the students, should be thoroughly revised. They should be asked to do rigorous exercise too. Many teachers, in order to provide as much information as possible, usually ignore the task of revision. This has serious repercussion later as kids tend to forget the older information rather easily and thus cannot understand the next chapter. Therefore, it is of paramount importance to give enough attention to revision. At the end of every lesson, students should be asked to revise the part under study and when the chapter ends, the whole chapter is thoroughly revised. Kids should also be asked to practice everything taught in the class. Before the end of every period, some time is reserved for revision and a day should be fixed for the task of revision every week. This will help students to understand everything clearly. Without revision, the lesson should never be taken forward. A knowledge that students don't clearly understand is of no use to them.

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Chapter 28

Techniques of Teaching

After detailing the general rules of pedagogy, we will discuss some styles of teachings that have been very effective and invaluable in teaching of kids in primary classes. These methods have become universally accepted as basic rules world over. These methods also point well when it comes to child psychology and commonsense too suggests that these are indeed useful. Therefore, these methods should be used as much as possible. Nonetheless, given the time constraint, the teacher may make his own changes in those methods.

From known to unknown

This means that students should be taught new things with the support of what they already know. This is the most natural style of teaching. And kids are able to understand things well. Those things usually attract kids that, besides having novelty also come with some sort of familiarity. Those things that kids don't have either familiarity or experience, don't really entice them. Secondly, a new thing can be explained only in the light of older information.

The following aspect should be kept in mind in respect to this method:

- A teacher should know the limitation of children and their abilities. New things can be taught to them, based on the knowledge they have already acquired.
- In the beginning of the class, a teacher should pose questions that could help teacher understand their knowledge about the subject they are going to be

taught. Besides being related to the subject, questions should be very easy to understand and respond for young kids. They should be asked in such a style, that they are easily able to respond without much hesitation.

- Different chapters of a subject are arranged in a way that every new chapter has an easily comprehendible relationship with the old chapter.
- Every new chapter is taught while establishing some sort of relationship with kids' daily lives, their experiences and the surrounding societies.
- A comparison is made between older information with their newly acquired knowledge and differences are clearly brought to their attention.
- Usually kids' experiences are flawed and imperfect and their opinions unclear. Therefore, their previous knowledge is used to clear their misunderstanding.

From easy to difficult

This means that every new lesson begins with easy questions and as the lesson progresses, difficult questions are gradually brought into it. This is very effective method of teaching. Unconsciously, kids start taking care of difficulties and they feel elated. This keeps their interest intact and they start facing difficult situation with determination believing they can overcome them. On the contrary, if difficult questions are put forward in the very beginning, there are fears that they will give up without putting up even any semblance of fight.

The following aspects should be taken care of in this regard

- Easy and difficult are relative terms: One thing may be easy for someone, while the same thing may be difficult for others. Similarly something may look very difficult before learning, and after learning the very same thing becomes easy. Therefore, the decision of

easy or difficult should be done as per the standard of students and not according to teacher's standards or other people. Many teachers err in this aspect. They believe something to be easy and want to impose it upon students at any cost, despite the fact that it is very difficult for such young kids. When the students fail to understand or the majority of them cannot understand, teachers start scolding them or even resort to corporal punishment. They remain unmindful of the fact that the fault is not those of students, but their own.

- In the beginning of the term, all the chapters of a subject are arranged in such a way that easiest are kept in the beginning. Even, while teaching it should be ensured that first easy chapters are taught and only then tough chapters are begun.
- While there is fear that a very difficult lesson may create hopelessness or pessimism among kids, there is also fear that boredom or monotony can creep in if the lesson is very easy. Many a time teaching such lessons is merely loss of time and scarce resources. Therefore, while the lesson is begun with easy questions, gradually it should be made difficult and challenging for kids. This way they will learn problem solving methods not just regarding the lesson, but in real life too.

From simple to complicated

Simple aspects of a lesson should be tackled first and then gradually complicated aspects are taught to students. Similarly, the syllabus of every subject should be arranged keeping in mind their age, understanding, experiences and observations. The easier topics are arranged first, following by mixed matter and then the difficult part. While teaching mathematics, after explaining a new formula, kids should be asked to solve some simple questions based on the formula. It should be followed gradually by asking them to solve complicated questions followed by more difficult

ones that might need not just the use of the formula taught now, but even those formulae that have been taught earlier. Even, while explaining methods too, this aspect should be kept in mind. This means kids should be explained easy formulae followed by difficult and complicated ones. Nonetheless, while deciding simple and complicated parts, a teacher should always keep the level of students and their understanding of the subject in mind. It is because of the fact that while a teacher might think of an idea very easy, but for a young student, it may seem very complicated and thus difficult to comprehend and understand.

From compact to abstract

In order to teach students abstract ideas, a teacher should use compact products to make it easy for kids to understand. In order to teach young kids numbers, multiplication tables etc, a teacher may use fingers, ball frame etc. This helps them do the task and within no time they are able to do it themselves without the support of the above mentioned aid. Similarly, abstract ideas can also be explained easily with the help of models, pictures, sketches. If some new idea or unfamiliar thing is being introduced to kids, it can be done through models or through pictures.

Following aspects should be kept in mind while using the method:

- While the beginning should be done with compact products and similar examples, the lesson should always end with abstract ideas.
- The assistance of compact products should be used to define abstract ideas only when it is absolutely necessary. Later, abstract ideas should be taught without the aid of any product.
- When abstract ideas have been taught to students and explained well, kids should be provided other detailed information about such ideas. If, in the given

circumstances, the use of compact products may be of some help, they should be used.

Clearing vague ideas

It is well-known that kids' perceptions and observations are usually imperfect. Therefore, their perceptions of different things are unclear and uncertain. A teacher should strive to clear vague ideas to make kids' knowledge perfect and dependable. This can happen only when children are given extensive opportunities to experiment and observe on their own. Their power of observation should be trained in such a way that they don't neglect those things that come under their observation. In order to clear vague and fallacious perceptions about different things, a teacher may take help of pictures, maps, explanations etc. Usually students are made to memorize the meaning of idiomatic or technical words and teacher feels satisfied. Nonetheless, this is a wrong idea and fallacious assumption. Through learning by rot or merely memorizing, neither kids can understand about those things, nor ideas can become clear in their minds.

From important to less important

Important incidents are mentioned first and then secondary topics are taken up for discussion. In order to decide a general rule or reach a general conclusion, students should be provided enough opportunities to analyze, experiment and observe. In order to teach kids moral values, instead of ideological discussions, they should be told about historic incidents. First, they should be told about selective incidents involving prominent historic personalities and the history of the world and the history of rise and fall of different nations should be told later.

For their own benefit, teachers usually tend to make kids memorize methods and rules and don't give opportunity to kids to experiment and reach their own

conclusions. This is not proper as this makes students to trust other's judgment that they cannot really understand and easily forget.

However, an aspect that should be kept in mind is the fact that experiments and observations should be given only that much time that is essential. When a general rule is reached, then no extra time should be given in further experiments, observation or examples. On the contrary, this time is used in deploying this general rule in solving other issues.

From whole to parts

This means taking a cursory look at the overall chapter and then analyzing every part of it in detail. This way, kids can have a vague sketch in their minds and the whole sketch will be remembered in detail. This way, they will become completely aware of every part of it.

Initially, kids' concentration fails to take note of parts and details. They take a comprehensive look at the whole and have brief idea about it. Gradually, a teacher should explain things about every part in detail and make students have a clear and unambiguous idea about it.

After discussing on different parts of the whole, a teacher needs to connect the dots and tell the students about their connection.

Follow the nature

This means that the mental and physical stages and its important features of kids should be kept in mind. Students should be taught only those things that can be accepted by their nature and temperament. Always keep in mind the natural instincts, fundamental inclinations and interests and should give them some space in this regard. Students shouldn't be made to fight against their nature and instincts nor should be super-imposed from above. Usually, it ends up harming them instead of being of any use. The hard

work done in such circumstances not just goes in vain, but also proves to be counterproductive in many instances. Some people try to make the kids mentally adults even before the proper age. This is simply terrifying. A child should be allowed to grow as a child and his age, mental and physical condition, nature, inclinations and instincts should be kept in mind while teaching. Only then the task of teaching will become a real success.

Use psychological method instead of logical

Teachers should make sure not to present the material to kids in sequence that is associated with academic books. The order or sequence should be decided keeping in mind the nature of kids. The logical order while teaching to read is that students should be asked to master alphabets and then vowels. Later, they should be taught to read words made of two alphabets, then three and later words consisting of four or more alphabets. Then students should be taught words with different sequence, confusing words and later they will be taught to read long texts. There is no denying that this sequence is right from the logical point of view, nonetheless experience shows that this sequence proves so dull for young kids that they lose all the interest in reading. On the contrary, if children are taught small sentences where some words are repetitively used with the help of attractive pictures and charts and then the alphabets and words are recognized, they start taking keen interest in reading. It becomes all the more interesting and useful for kids if they are also helped in recognizing words, alphabets and their sounds. Similarly, while teaching mathematics, the logical order demands that students be taught dots followed by lines, angles, flat surface and finally solid products. Nonetheless, it is better for kids to make them recognize solid products, flat surfaces, while leaving lines and angles to be taught later.

But this shouldn't blind us from the fact that even logical order is also very useful and a man can attain

complete control of the subject through following this order. Kids too have to be taught in the same fashion, but much later. Therefore, even if the order is reversed while teaching kids in early classes, it should be kept to the minimum and bare essential. When the kids seem ready and the lesson also starts looking interesting, a teacher should revert to logical order immediately.

General rules should be taught before exceptions

Initially general rules should be taught to kids and they should be made to work on them through exercises and revisions. Only then exceptions will be brought into discourse. Otherwise, kids will be confused and they may start making mistakes regarding general rules too. While teaching Urdu grammar, students should not be told in one sitting that the words like *beti, kapi, kursi, bakri* that end with alphabet *ya* are feminine and then about exceptions including *hathi, pani, ghee, dahi* etc. this should be left to be told much later when the general rule has become clear in the kids' minds.

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Chapter 29

Educational Aids and Methods

While there are some fundamental rules and regulations of teaching and pedagogy that are a must in effective teaching, there are also some important educational aid and tactics that should be used when the need arises.

1- Question answer
2- Narrative
3- Blackboard
4- Explanation
5- Maps, models, charts, pictures etc.
6- Homework
7- Course books
8- Supplementary products (Gramophone, radio, computer, TV, magic lantern, films etc)
9- Library and study centre
10- Examination and assessments

Question and answer

In pedagogy, questions and answers have immense importance. The teachers who continue to talk nonstop in the classroom, never allowing kids to question or they themselves pose questions, their teaching rarely benefits children. Students too take no interest in their class.

Usefulness and utility of questions

Appropriate questions have immense value in the profession of teaching. Through them:

- Curiosity can be created among kids and they can be prepared to study with interest.
- Their interest in the lesson can be kept alive.
- It can be used to attract absent minded students and propel laggards to work hard and not lose the heart.
- Students can be provoked to ponder, study and observe
- Their aptitude and talents can be analyzed.
- This can also be used to make students understand their mistakes.
- Can be used in taking the lesson forward.
- It can also be used in revision of the lessons.

Objectives

A teacher has to ask different sorts of questions while teaching his students. While some questions have to be asked in the beginning, other questions need to be asked midway and others towards the end of the lesson.

A-Introductory questions: Such questions are asked in the beginning of the lesson. These are usually very few and easy. These are also very closely related to the topic. Their main aims include the following aspects:

- To understand the existing talents, skills and aptitude of children. Based on such information collected from students, new set of information will be provided to children.
- To prepare kids' minds for the lesson and make them concentrate on it.
- The importance and usefulness of the lesson should be made very clear to the young students.

B- Questions in the middle: Many questions are posed before students whose reasons may be one of the following:

- A teacher should understand if his students are following the lesson well.
- To keep the interest of kids alive and attention intact.

- Take practical step in taking the lesson forward with the help of students.
- It will make difficult part of the lesson easy for students and they will easily understand everything.
- It will also provide them time for introspection and there will be a sort of synergy in their information.
- It will connect new information with older ones and relate them together.
- They will be able to compare daily incidents, experiments, observations with new doses of information.
- It will also help in attracting kids' attention towards something and make observation.
- May help in gaining attention of those who are not listening carefully besides taking laggards along.

C-Questions at the end of the class: Some questions are posed before students at the end of the class to:

- Thoroughly revise the lesson.
- Students get time to use whatever has been taught in the course of the class.
- Kids can be prepared to do home work and practical work and they can be given some task of problem solving.

What sorts of questions should be

The intended benefits can be achieved only when the questions have the following characteristics:

- The language of questions is simple, clear and easily understandable to let the kids understand as to what you want to ask. The language should be live to attract kids. Some people uselessly add unimportant words while asking questions. It should be avoided.
- The oral questions should be very short and the matter very small. This will ensure that the questions are easily understood by students. Small questions tend to

be easily saved in the minds of kids. "Why the Prophet (pbuh) migrated?" is a complete question. If the same question is phrased "Why the Prophet left Mecca, the main town of Arabia and his birthplace, and migrated to Madina, a city that was far away from Mecca and where he was a stranger?". This question will be confusing and most students in early classes will not understand it.

- Questions should be prepared keeping in mind the standard of students and their abilities. They should neither be too easy that students don't need to give attention to them, nor too tough that they couldn't answer them.
- All the questions asked should be interlinked and must seem to be part of the previous question. All the questions should have very close relation with the main theme of the chapter. This way, the flow of thoughts remains attached and time is not lost on unimportant topics.
- A teacher should ensure that he shouldn't join two or more questions in one single question. For example questions related to *Namaz* and Indian history shouldn't be asked in quick succession.
- The questions should be clear, unambiguous and understandable. This will ensure that kids attention is instantly drawn to original answer. A teacher shouldn't ask questions that may be double intender or may have more than one answer. Questions like "What is there in the map?", "What do you see"". Both may have multiple answers.
- Questions shouldn't be only related to memory or recollection. They should also be enticing enough to create curiosity that can nurture interest among kids.
- In the early classes, questions should be simple and students should be encouraged to speak a lot. Nonetheless, in higher classes, the questions should be

a bit harder where students need to use reasoning and logic.

- Teacher shouldn't ask complicated questions to confuse kids, without warning them in advance.
- Questions shouldn't be framed that only yes or no could be the whole answer. If a teacher needs to ask such questions, then he should add some more to question that may require some work from students to respond. This will satisfy the teacher that the kids have really worked hard.
- The questions shouldn't contain their answer or themselves indicating and guiding towards answer. Questions like, "Was Moses not a prophet?" or "Is Rhinoceros a herbivores animal?" shouldn't be asked as they clearly contain their answers.
- Students shouldn't be asked a question immediately after giving them the information. "In which year the Prophet Muhammad (pbuh) was born?" shouldn't be asked immediately after telling the class that he was born in the year 571 AD. Nonetheless, there is no harm in posing the question to an absent minded student.

Style of questioning

While preparing appropriate questions is an art that needs immense precaution, experience, knowledge and skill, asking questions skillfully also demands expertise. Following aspects should be kept in mind while asking questions:

- Questions should be posed while keeping addressing the whole class. No question should be posed while pointing towards a particular student. Nonetheless, answer should be sought from a single kid.
- After asking question, students should be allowed some time to think over and respond. They shouldn't be pressurized to respond immediately.

- All questions shouldn't be addressed to a few particular kids. Every student should be asked question on his turn, nonetheless there shouldn't be any particular order in this regard, otherwise many students may refuse to respond saying it was not their turn to respond.
- While asking questions, teacher should ensure that questions are clear, understandable and audible. The word that emphasize the important point should be spoken more clearly.
- Questions shouldn't be repeated except in case if students are unable to understand or were unable to hear clearly. In this situation, the question will be asked again or by asking a simple question that may guide to that particular question.
- If there is time or need, the question may be written on the blackboard. It will be all the more interesting if the questions are written during test or for home work
- Students who are not paying attention should be asked questions suddenly.
- While asking questions, the tone and tenor of the questioner should be affable to encourage kids to respond with self confidence and not feel threatened.
- Not much time should be lost in trying to extract answer from children.
- Even if a kid answers correctly, the same question may be asked to other children.
- Students too should be given opportunity to ask questions. To be true, they should be encouraged to ask questions. An environment should be created where students don't fear to ask questions if they didn't understand anything during the lesson. This will help students in contemplation, observation, understanding and take utmost interest in the class. Nonetheless, unrelated questions should be ignored. However, if the question is important and useful, the question should be responded later.

- The questions should be asked in peace. Questions shouldn't be asked in haste. Throwing barrage of questions is also ill advised. This may confuse or shock kids.

Answers of students

Total benefit from such questions can be achieved when right behaviour is maintained regarding the students' answers and their responses. The following aspects should be kept in mind in this regard:

- Answers should be heard with patience and students should be encouraged to respond. Kids should be appreciated when their answers are right. On the contrary they shouldn't be castigated or reprimanded over wrong or foolish answers. Unrelated or useless answers should be ignored.
- Some wrong but interesting answers can be used to bring life and cheers into the class. Nonetheless, while doing this, the sentiments of the kid who responded should be kept in mind.
- Only those answers will be taken as right that:

  1- Are right from the perspective of language and methods.

  2- Related to the question.

  3- Contain the complete answer, shouldn't be incomplete.

  4- Should be given in complete sentence. But this point shouldn't always be insisted as natural response often comes in incomplete sentences.

  5- Must be understandable and clearly audible to the entire class.

  If there are some lacunae from the above mentioned points, the teacher should make needed corrections.

- Teachers should ensure that kids' answers are accepted after minor changes and corrections. If the whole

answer is not right, then whatever is right should be accepted as such. The rest of the answers should be cleared through asking a couple of more questions or by informing the kids. It encourages students immensely.

- Other students should be asked to repeat the correct answers. At times, the best of the answers from students should be presented before the rest of the class as specimen for excellence.
- The right answer from a kid shouldn't be immediately announced before the class. The same question should be posed before other students and then the answer should be made clear to measure the level of information of other kids as well.
- A teacher shouldn't interrupt while a student is thinking about answers or while the kid is answering. If he needs assistance and support, other students should be asked to help him.
- If a kid gives wrong answer or if he cannot respond, he shouldn't be told the answer right away. On the contrary, the teacher should guide him towards the right response either through asking more questions or making him repeat the right answer that other kids have given.
- All the answers from students are never worth mentioning. Nonetheless, those answers that suggest the fact that students haven't understood something should certainly be corrected. They should also be informed the reason why their response was wrong.
- The students who respond irresponsibly or carelessly should be admonished kindly by teachers.
- Collective answers should neither be sought nor accepted. Nonetheless, in the case of revision or exercise, it can be accepted to save the time.
- Students should be disciplined in such a way that they respond when it is their turn. Other students should neither interrupt nor speak out of turn. Sometimes,

even teachers get an impression that the whole class is doing well, when only intelligent kids start answering every other question. Later they feel dumbfounded while realizing that opposite was actually the case.

- If the whole class or majority of the students come up with wrong answer, the teacher should try to get to the bottom of the issue. There may be one of the following reasons in such scenario:

  1- The questions may be beyond students' abilities.

  2- There may be some issue with the style of teaching and students may not be able to understand the lesson due to this very reason.

  3- Due to indiscipline in the classroom.

  4- Kids may be very tired.

  5- If the lesson is lifeless, uninteresting and boring.

Narration

Narration has an important place when it comes to teaching. While delivering new information to kids, a teacher needs to use it quite often. This becomes imperative while teaching subjects like history, geography, biography and stories. A teacher often needs to narrate an incident or inform students about person, place or thing. Many a times, he has to narrate stories of different kinds. Therefore, a teacher may not become an effective teacher if he is not good in narration.

A-Narration about someone, place or thing

While telling students about a particular person, place or thing, the following aspects should be kept in mind:

- A teacher should have such a clear concept about them as if he has seen them through his own eyes. It is possible when he has studied and analyzed it carefully.

- He should describe it in simple, lucid and understandable language. This will help make a clear picture in the minds of students.
- The narration should be short and upto the point. Too many details usually confuse children. Nonetheless, whatever little is told, should be told in such a way that the whole scene comes alive in the minds of children.
- First, a rough idea is presented before the kids. Later details should be presented in a definite order.
- A teacher shouldn't satisfy himself with oral narrative. He should seek assistance from models, pictures, charts and maps etc to make kids have a clearer picture.
- While describing unseen or unfamiliar products, a comparison of those products should be made with familiar products. This way, they can be sure of differences and similarities.
- A rough sketch is prepared before what is to be described or narrated in the class. In the course of narration, this order should be kept in mind to make things look relevant.
- A teacher should ensure that he doesn't narrate everything in one go in monotonous fashion. On the contrary, it should be divided in two or three parts and each part or portion is narrated separately. At the end of every portion, students should be asked to help them revise and remember and then a short note should be prepared.

B-Storytelling

Storytelling has been an interesting and effective source of teaching from the very beginning. Everyone is fascinated by stories. Children are especially fond of stories. While kids need to thanks their grandmothers for many of their benevolences, the biggest attraction that kids find in them is due to those stories that they tell them every

night. Their natural interest can be inferred from the sort of stories they want to listen. They become so much involved in the stories that they forget sleep and even food. Grandmothers get the reprieve only when the kids finally lose the fight against sleep.

Importance and usefulness

1- Students get useful mental, moral and social training through stories. Usually, they tend to start thinking themselves as main hero, imposing upon themselves all the moods and conditions associated with the hero at particular points of time. They suddenly jump while listening the stories and from their look, it shows that their hearts and minds may be undergoing the same condition that is associated with the hero at that time in the story.
2- It is of immense help in development of imagination, objective, personality development and high thinking.
3- Even tough and boring subjects become easy, interesting and exciting with the help of stories.
4- Sheer imaginary ideals and legal matters become easily understandable through stories.
5- Stories are of immense help in teaching language, improving vocabulary and expression of one's feelings.
6- Stories can be the best medium to teach students history, Islamic studies, religion and biography of the Prophet (PBUH). They help them remember everything very clearly.

Aspects that need to be taken care of

- Initially the stories should be short and crisp that can be gradually made longer and complicated.
- Words should be simple, sentences small and language interesting.

- Incidents should be interlinked and should be related to kids' lives, their interests, observation and experiences.
- The hero of the story should be a kid and his actions, exploits and experiences should be recounted in detail. His background should also be mentioned.
- The content of the story should be selected based on the age, aptitude, natural instincts and interests of children.
- People, places and things should be clearly mentioned.
- Stories should be full of vigour, dynamism and enthusiasm. They should contain narratives of running around, jumping, competition, contests, struggle, bravery, travels and voyages.
- There should be lots of dialogues in the story.
- If an interesting sentence is repeated with short intervals, it brings immense joy to kids.
- To whatever genre the story is related, it should always have maximum narratives. Nonetheless, the goal, for which the story is being told should not disappear from mind.
- While presenting famous stories, a teacher should alter them keeping in mind the interests of children. However, while telling the historic stories, a teacher should ensure that historic facts are not altered.
- Some stories can be presented before kids as personal experience. Such stories are remembered by kids pretty fast and they can recount them rather easily. Often, the stories should be told as hero's narrative.
- If kids are told stories about ghosts and spirits, it may create nightmare or fantasy among young kids. Similarly, the love stories may have negative impact among teenagers. Therefore a teacher should be careful in this regard.
- A teacher should only recount those stories before students that he remembers by heart. This will ensure that students remain spellbound by the flow of an

interesting story. If the teacher staggers in between, the whole interest is lost.

- Those parts of the stories that can be presented in the form of dialogues, should be allowed to be presented in the class in dialogue form. Nonetheless, a teacher should avoid the sort of stories where a student needs to play a dirty part. There are chances in such circumstances that the child playing the dirty role may recreate this scene in future that may impact him psychologically.

Style of storytelling

- Storytelling should always be verbal. When storytelling is done through reading a book, it not just becomes boring, but also loses the charm. Nonetheless, if there are circumstances when it should be done through reading the book, the teacher needs to recreate a style where it seems to be oral.
- The style should be natural and pronunciation perfect. The voice should be rhythmic and the development of the story should be reflected in teacher's demeanour.
- When the teacher takes interest in storytelling and shows his emotions through his gestures, kids too take keen interest in it and feel impacted by it. Therefore, the storyteller should strive to recreate the atmosphere through voice, gestures and style.
- Instead of the whole story being told in one go, a teacher should divide it in two or three parts. After completing the first part, the teacher should ask some appropriate questions to revise the part completed and then proceed further. Towards the end, he should again ask some questions to clear doubts and revise the story.
- Besides telling the story in such a way that students feel a part of it and after telling the background of everything, a teacher needs to show them explanatory images and jot down important points on blackboard.

- In case of informative stories, those aspects of the story should be highlighted for which the story was told through appropriate questions.
- In the course of storytelling, the purpose of the story should always remain alive in the mind.
- Those parts of the story that a teacher may like his students to play in the form of dialogue, he himself should present them in such form.
- Sometime, the task of storytelling should be given to pupils. Nevertheless, the teacher should guide kids when it comes to the choice of the story and presentation.

Blackboard

Blackboards (now smartboards) play an important role in making teaching easy, impressive and interesting. Blackboards make the task of making the lesson understandable a lot easy. Nevertheless, very few teachers use it in productive manner.

Importance and efficacy

- Blackboards are probably the cheapest and the most appropriate source to explain and clarify the lesson. Beautiful charts, excellent pictures and colourful maps can be drawn on blackboards. This not just saves time, but also saves resources. If the teacher is good in drawing, these can be a lot more effective than readymade pictures and printed maps.
- When a teacher draws a map on the blackboard or writes something, kids tend to see it more carefully than in the otherwise case. When the need arises, they can also copy it easily.
- In the course of verbal teaching, kids use only ears to understand the lesson. Usually, after listening different lessons for long times, they tend to feel bored and lose interest in the lesson. The use of blackboard allows

them to use their eyes for the task too. When a teacher stops speaking and starts using blackboard, the change in nature of the task removes the boredom and monotony that unarguably starts settling in after sometime. A newfound vigour and interest appears from nowhere and it helps in regaining the attention of students. By using more than one senses, the task of remembering and memorizing becomes easy too.

- When some task or homework is verbally given, it usually confuses kids. A teacher says something and students write something else. By writing the tasks or homework on the blackboard, the kids are saved from this usual confusion.
- The blackboard helps kids in getting hold of synopsis of the lesson and short but effective note that they can easily memorize and jot down on their diaries without mistakes. Blackboards prove immensely useful in drawing attention of kids to the most important points of the lesson.

Use

- The blackboard should be set up on the left side of the teacher in such a way that its surface doesn't' reflect. It should be clearly visible for the entire class and the teacher can easily approach it.
- It should be cleaned well before use. If the duster is slightly wet, it is all the better, nonetheless it shouldn't be completely wet. It should also be cleansed immediately after the use.
- Whatever is written or drawn on the blackboard, should be very clear, comprehensible and boldly written. It should be written in long, straight lines.
- While writing on the blackboard, the chalk should be gently held towards the end and a teacher should write on the board by making 45 degree angle. If the writing needs to be bold, the end of the chalk should be rubbed

on the surface. When a long line is to be drawn, then two dots are put and then connected.

- While writing, a teacher should ensure that there is no sound from writing, otherwise the attention of the kids may get diverted. Sometimes the sound is caused due to some dust particles settling down on the tip of chalk, removing it may stop the sound.
- A teacher should think of the entire class while writing and occasionally take a round of the class to see if everyone is able to clearly see the writing on the blackboard.
- He should write in such a way that his back is not towards the class. He should also continue to ask questions and interact with kids while writing. This will keep the discipline intact.
- After writing, either the teacher should read the text aloud or ask some of the students to do it. If there is some problem in reading, it should be corrected.
- A teacher should practice handwriting and making sketches. While line-drawing is easy and effective, it also needs little practice to master. A teacher shouldn't write if his writing is ugly or unclear. This makes bad impression on kids. Therefore good handwriting and clarity should always be maintained.
- In the nursery class, colourful chalk should be used to the maximum possible extent. This helps in gaining the attention of children and keeping it alive. Nevertheless, in higher classes, white chalk should be used. However, for writing important points and headings, colourful chalks should be used.
- Towards the end of the class, a short note or synopsis of the lesson is written. As the lesson progresses, the synopsis should be written. This means, by the time the lesson ends, the synopsis of the lesson will also be complete.
- Occasionally, students should also be given opportunity to use blackboard.

Explanation and clarification

While teaching, there are many occasions when the teacher has to explain some difficult, unknown, unclear and ambiguous concepts that:

- Confusion is removed
- May develop clear concepts and ideas
- Help memorize fully

These explanations are of two different types:

1)- Oral

2)- Tangible things including pictures, maps, globe and charts etc.

Oral explanations

While explaining orally, following tactics should be used keeping in mind different occasions and needs. This includes the following:

- While making people understand difficult words, either they are given easy alternatives and choices or informed about their antonyms. Kids can be informed about the meaning of the words by using the words in sentences. In case of words that need insinuation, things should be cleared before students. When something unknown comes in the story, it should be compared to something that is well known to kids or their difference and similarities are compared.
- An abstract idea can be explained through sayings, proverbs and adage.
- The meaning of difficult text should be explained by teacher in simple and understandable words.

Important issues that need attention

- Before explanation, kids' attention should be drawn towards it to make students concentrate. If students are asked to solve difficult words, they will understand the need for explanation.

- Explaining should be done in kids' own style. This will ensure that young students are able to understand everything clearly and they themselves are able to explain everything.
- Even in the course of explanation, the main purpose of the storytelling should be alive in the back of the mind. The story should be told in brief, to not lose the time unnecessarily on unimportant details.
- If important points are jotted down on the blackboard, it will have added advantage. The teacher shouldn't confine himself in telling everything orally. He should explain things by drawing picture, writing synopsis and important points on the blackboard.
- Students should be provided enough opportunities to ask questions during the course of explanation.

Pictures, models and charts etc

In the nursery classes, effective teaching needs the support of many educational aids including models, pictures and charts. It is because of the fact that they help in:

- New sets of information can easily be provided and embedded in children's minds.
- Kids develop very clear and unambiguous ideas.
- Creates interest in lessons and kids pay more attention.
- Narrative is well-explained.
- They have far lasting impact on children's minds compared to merely oral narration. They remember everything for a long period of time.
- It also trains them in observation and kids start taking note of important aspects.

Forms

Tangible explanatory items can be divided into following types:

1- Real products
2- Models, globe etc
3- Pictures, photos, sceneries and posters
4- Maps, graphs, charts etc
5- Through practical and taking students for observation

1-Real products

If while teaching, real products are brought in front of the children and kids are allowed to not just observe those products, but also touch them. If these are eatables, they should be allowed to smell or even taste. It will ensure that the information are real, firsthand, clear and precise. Therefore those things that can be easily procured and brought to the class without much of problem, then information should be provided in the above mentioned manner. It is essential in the case of young kids as their observations are usually incomplete and limited. They are unable to understand clearly even with the help of pictures, images, maps and charts. Therefore, the products should be shown to them in real background. While observing, kids' attention should be drawn towards important features. Otherwise, they cannot observe many important aspects.

2- Model

In subjects like geography, history and general knowledge information has to be provided to kids about things that are usually out of reach, too huge or cannot be brought to the classroom for live demonstration due to some other reasons. Therefore, a teacher needs to compensate it with useful models. A teacher should make every effort to create or procure inexpensive but impressive and accurate models. Models can be those of things, places or even maps that can be more understandable and attractive for kids. Nonetheless, as they are far too small compared to original places or things, there are chances that

young students can infer wrong conclusion by looking at them. Therefore, it is advisable to show them pictures of the real places, scenes, maps or things along with the models to give them right perspective about those things.

3-Pictures and posters etc

There are no two opinions on the fascination of kids for stories. Similarly they are fond of pictures and images too. If any picture comes in front of them, they tend to watch those pictures carefully and seek information about them. Therefore, attractive pictures and colourful posters make their lessons much more enticing and understandable. Following aspects should be kept in mind in this aspect:

- Pictures should be big, attractive and enticing. Only those things are highlighted in those pictures or posters for which they were brought before children.
- It will be a lot better if these posters are prepared by teacher or with the help of fellow teachers.
- Every teacher needs to prepare an album that contains related pictures about the subject. With this help, students can be shown the picture at the most opportune time. Old magazines and journals can be of immense help in this regard.
- The help of kids should also be sought in preparation of posters and charts.
- Every teacher needs to practice drawing of simple images of latest style. This can be done in minimum effort and short time. Notwithstanding this, these can be very effective. Kids are fond of such pictures, images and drawings.

4- Maps, charts, graph etc

Kids of nine or ten years can understand many things with the help of images and drawings instead of original products, their pictures and models. Therefore, a teacher should use it to the maximum possible extent. In the case of

history, help should be taken from maps and time charts while in geography and general knowledge, assistance should be sought from different sorts of sketches, maps, globe, graphs and charts.

5-Practical, experience and observation

Instead of teaching verbally, if things are practically done before kids, they can understand it in far better manner. In case of offering *namaz*, if students are explained how to do it verbally, they may not comprehend everything. Nonetheless, if they are given live demonstration, everything will become very clear in their minds. Similarly, experiments in subjects like science, geography etc are all the more useful. Students should be given maximum opportunities for experiments and observation. This clears many doubts in the minds of young children.

Important aspects:

- In the case of educational aids, students' age, mental status and interests should be kept in mind. This will ensure that they are attractive and understandable. These will make things clear in the minds of kids and help save those things in their memory.
- It should be directly related to the things about which the explanation is being given. It should also be based to the maximum possible extent on those details that students actually need. Unrelated details, many a times, make things all the more complicated.
- These should be kept in scientific manner before the entire class so every child is able to look at them clearly. Students' attention should be drawn to important features through questions or directions. This will ensure that important aspects are not overlooked.

- In the case of educational aids, students should be given opportunity to use as many senses as possible. They should be allowed to watch them closely, touch, smell, taste in the case of eatables and listen to them. This will give them a better concept of the products under discussion.
- In early classes, students should be shown original products or their models and then gradually use pictures, maps and graphs etc.
- All the educational aids shouldn't be kept in the public view of the entire class. On the contrary, these should be kept hidden somewhere and brought before the kids when the need arises. Otherwise, it destroys kids' attention and not much charm is left when the curiosity evaporates even before the purpose is met.
- These products shouldn't be removed immediately after being brought before the kids. It should be kept for sometimes to satisfy their curiosity and they are able to analyze it thoroughly.
- Every school should ensure that they have excellent collection of maps, globes, models, albums, posters of different hues, pictures, images and charts etc to make teaching interesting and help teachers use them to the maximum extent. There are a number of companies producing such products in huge quantity and these products are usually very affordable.

Educational tour and picnic

There are several subjects in syllabus that are not explained clearly in textbooks and it is impossible to explain them while sitting inside a classroom. Information about them can be provided to kids only by taking them to those places through personal observation. This includes inside views of factories, markets, wholesale markets, rivers, canals, harvests and natural scenes. Similarly, there are many collective, individual, social characteristics that cannot be naturally inculcated inside the classroom. Kids

need to be taken outside to inculcate those characteristics among them.

While students get bored from conventional teaching style and want to run away from schools, they are fascinated and enchanted by picnics and outings. They take part in such activities wholeheartedly and don't beat an eyelid while bearing the troubles that they have to bear in the course of such activities. Therefore, it is of paramount importance to use such useful means to the maximum possible extent.

Educational purpose should be the foremost consideration in educational tours and training or *tarbiayh* in the case of picnics. Nonetheless, it doesn't mean that the picnic takes the form of formal classroom. On the contrary, kids should have maximum possible freedom for entertainment and joy in such trips.

The educational purposes mean that students are able to observe those things for which they have been taken out on excursion. It should improve their observational prowess, clear their concepts, increase their knowledge. The purpose of the lesson should be fulfilled and the trip creates a passion among children to seek knowledge about their surroundings and accurate information about different things.

Training purposes denote that kids are able to get experience of independently walking, eating, interaction with others, journey and its different arrangements. This also denotes that the experience helps them share things with fellow students, help each other, have experience of working outside their homes and are trained in travelling, praying and taking rest in the course of their journey.

In the junior classes, such travels should be short. The educational tours in the case of young kids should be of around two hours and for junior and middle classes can be of three or four hours at some distance from school. Occasionally such programmes can be organized for an

entire day and purposes of both academic tour and picnic can be plugged together. Such programmes can be appropriate on weekends or during holidays. This will allow students to rest before joining the classes.

Important issues

Appropriate benefit from such tours can be achieved only when the following aspects are kept in mind:

- The number of students should be small to easily manage them.
- The purpose of the tour is made clear in the minds of students before beginning the tour.
- The itinerary of the tour should be prepared with consultation of students. The list of all the essential items be prepared and the task of their procurement should be given to students.
- The teacher should visit the place in advance before students are taken there.
- It should be ensured that the tour is inexpensive and of least efforts so that these tours don't become a burden or come in the way of education, the real motive of students.
- Most of the work should be performed by students themselves.
- Students should be given maximum freedom during such tours.

Other ancillary products

Besides the above mentioned products, the following materials can be of immense help in making teaching fun and interesting. New and very useful information can be provided by these products with unmatched ease:

- TV and radio programmes meant for children's education and training.
- Gramophone records that teaches pronunciation etc.

- Materials created with the help of tape recording machine.
- Pictures and views shown through magic lantern.
- Kids' films created for educational purpose.
- Pictures and images shown on viewmaster.
- Magazines and newspapers published for children.[1]

Homework

Work given to students to complete at home is called homework.

Children have far more energy, power and enthusiasm than their size. They need one activity after the other. As they spend merely a few hours in their schools and there are really no household responsibilities on them, they have excess energy and free time. As they don't have proper guidance and useful activities, their energies get diverted to wrong uses and their precious time starts being spent on useless and often destructive activities. In order to put excess energy found among kids to good use, homework is of immense use and benefit.

Nonetheless, the current practice of giving homework is rather boring and doesn't produce the desired results. Teachers ask students to do the class' leftover work including reading, writing, memorizing word meanings, grammar, solving mathematics questions as homework. Now it is parents' responsibility to get this massive work done at home. Those students who complete their homework regularly are referred as very sincere. The parents who help their kids in this regard are also revered and respected for this trait even if they have to employ a tutor to take care of it. On the other hand, those children who are unable to complete their homework are punished and their parents too are accused of negligence in this regard. When analyzed closely, this traditional style of

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[1] • Computers, CDs, DVDs etc

homework has some basic faults and deficiencies. This includes the following:

- Home work put huge burden on young children that often impacts their health.
- When the work they have already done in their school is forced upon them at home too, they start taking it as burden or rather forced labour. They usually don't do it with joy or happiness. Therefore, many a times, they are punished merely to force them complete the unnecessary homework. Consequently, they start hating the whole process and start bunking classes.
- Children don't get time for their hobbies and other useful activities due to the homework menace.
- Kids' family life is badly impacted. They don't get time to play with other siblings, spend time with their parents, serve their parents and develop social relations. This is notwithstanding the fact that all of the above activities are essential for their education and training.
- There are a large number of kids whose house condition doesn't allow to spend long hours on home work. Therefore, they start making false excuses or copy the homework done by other children.
- Even teachers try to shirk their responsibilities and needlessly put in on the parents' shoulder. Children ultimately suffer from this tendency.

Importance and usefulness

Nevertheless, these criticism and objections are caused due to the type of the homework, its large quantity and teacher's behaviour in this regard. If these criticisms and grievances are taken care of, no one will question the importance and utility of the homework. If homework is assigned with dexterity and checked genuinely, it can be an important source of education. We can expect the following benefits from it:

- Kids spend their free time at home. Instead of roaming around in the neighbourhood or falling in bad company, they spend their time in useful activities at home.
- They start learning how to get their work done without the help and support of others. They also develop independent or self study habit.
- They get an opportunity to gain expertise in subjects that they study in the class. Besides, they also get an opportunity to use it constructively or revise it.
- Extracurricular activities and hobbies too have become part of the syllabus. Homework helps them complete such tasks. They also get an opportunity to give extra attention to subjects they love.
- Some kids who can do their tasks on their own, actually do it in the course of the homework, thus saving the precious time of a teacher. Now they can use this time on other teaching related activities.
- The syllabus that has been expanding at a very fast pace due to complicated society and extension in education, cannot be completely taken care of without the support of homework.
- This also gives some insight to parents about their wards' progress in their schools and in case of them lagging behind, they can seek their teachers' advice regarding their tardy progress. This way, the homework can become a useful link between parents and teachers and a source of cooperation between home and school.
- It helps create confidence among children too and they can become adept in working hard to improve their knowledge. They are also expected to practice harder.
- Through homework, many good habits and hobbies can be developed among children, with which they can spend their free time in meaningful use.

Important aspects

While assigning homework, a teacher needs to keep in mind children's age, mental standard, physical condition, family background and their interests. Childhood is the time for kids to enjoy life and they should get maximum time for fun filled activities. They shouldn't be given any homework till the age of six or seven years. Even till ten years of age, teachers should feel satisfied with the work done in their classrooms. Nonetheless, some interesting work like collection of leaves and flowers for school museum, feathers of beautiful birds, seeds of flowers, beautiful parts of glassware and china products, postal tickets, pictures, educational tours, putting beautiful flowers on clothes, pets, making models or drawing, helping parents in household tasks, serving the needy, taking care of younger siblings and cleaning of mosques can be assigned to them. They should also be given interesting storybooks, biographies of prominent personalities, travelogues and easy collection of poetry. In senior classes too, students' personal interests and hobbies, mental condition, abilities, family background, parents' occupation and economic condition should be kept in mind while assigning homework. They should be given only that much work that an average student can complete without involvement of others.

- Teachers of different subjects should collectively devise a schedule of homework that keeps synergy in the assignments they give as homework and should ensure that it doesn't put excessive pressure on kids. Every teacher should have his turn to assign homework and it shouldn't clash with other teachers' assignments. The principal's responsibility in this regard becomes paramount. Otherwise all the teachers want most attention from kids towards their subject and in the process kids uselessly suffer. A timetable should be prepared clearly binding teachers not to assign more than prescribed work from kids.

- Holidays are meant for kids to de-stress, enjoy and take part in useful activities of their choice. Nonetheless, teachers tend to assign excessive homework directly related to their course books. This is a huge burden on children and often, given their involvement in other activities, they are unable to complete those lengthy tasks. This usually invite rebuke or even physical punishment from their teachers. Holidays provide useful opportunity to train kids in health, hygiene, physical, moral, religious and social values. In this background, homework should be such that gels well with such objectives and also involves family members in their activities.
- Homework shouldn't be assigned as a form of punishment, nor in such fashion that kids start thinking it very tough and impossible to solve. On the contrary, they should be placated and assured that they will solve everything with minor efforts. Teachers should assign those works that are according to the standard of kids. A success will propel them to work harder and failure due to extremely tough homework will make them lose heart and creates abhorrence.
- Whatever task is assigned to kids as homework, should be given after ensuring that it will help make their time useful. It should also be aimed at inculcating good habits including self study.
- The basic task of teaching fundamental rules and its explanation should be done in the classrooms. Their practice can be assigned as homework that children can solve on their own.
- Every task given as homework should be timely checked. Otherwise, it will kill students' enthusiasm.

Checking of writing work and correction

Though the correction and checking of entire homework may be a difficult task, nonetheless it is very

important. It makes children realize their mistakes and propels them to work harder and make amends.

The following aspects should be kept in mind in this regard:

- The correction of homework should be done at the earliest. If the correction is done by the child himself with teacher's guidance, it will be the best. Even if it is not possible, the correction work should be done in front of him. It will help make him realize the mistakes he made and work to take care of them in the future.
- If verbal exercise is done before written work, there will be very few mistakes. It will make the task of correction very easy.
- Some signs should be made regarding correction and students should be informed about them. In the otherwise case, it will require very long time.
- In case of collective mistakes, the correction should also be collective. This will save time as teacher will not have to tell about mistake individually to every student.
- Teacher should appreciate students if they do excellent job and criticize and advise them for shoddy or sloppy work. This will help them make improvement in future.

Course books

Selection of appropriate and right course books is of immense importance in the task of teaching. This makes things easy for teacher. This is due to the fact that he doesn't need to prepare loads of notes and exercises. For teachers who don't have good teaching capabilities, these books help them immensely in teaching. Even students have lots of material for revision and practice in the form of study material.

Selection of appropriate books

While a large number of course books of different sorts are available in the market, just a few of them are appropriate. Therefore only those books should be selected that fulfill the following criteria:

Free from narrow-mindedness, prejudice and bias.

Help achieve great goals and maintain a pious life, improving the personality and moral character of children.

Come with exceptional language, impressive writing style, attractive and understandable for kids.

Keep in mind children's age, emotional feelings, attractions, interests and natural affinity.

Come with good printing quality, standard paper, attractive title and bold and easily readable fonts. They should be reasonably priced and their size should be appropriate that kids can carry without much of trouble. These books should also be readily available in the market.

Cover everything under syllabus and students don't need to seek outside help in covering the topics.

Have good pictures, images, necessary figures and useful drawings in large number.

Contain appropriate exercises and come with useful suggestions regarding style of teaching.

In the course of preparation and writings of these books, efforts have been made to ensure that they fulfill the requirements of the time and needs. These books' contents should be related to kids' experiences, observations and their daily lives.

Lessons contain inspiring materials, attract kids' attention and keep their curiosity intact in their lessons.

Use of course books

- Teachers shouldn't confine themselves to teaching course books alone. Instead, they should also provide relevant and useful information themselves too.

- All the chapters of a book are not equally useful and beneficial. Therefore, teachers shouldn't unnecessarily teach all the chapters of the book. Instead, they should skip less useful chapters and provide important stuff from other sources. They can also teach some easy parts of such chapters and leave the rest of them to students.
- Exercises and style of teaching are the souls of books. Nevertheless, very few teachers usually benefit fully from them. Some teachers tend to completely ignore them. This is dangerous. Teachers should ensure that they benefit from them fully. Efforts should also be made to ensure that kids actually solve a substantial part of such exercises in writing or orally.
- Teachers should also give some extra exercises on their own and see how the kids perform.
- Effort should be made that least possible number of books are prescribed as course books.
- When it comes to teaching of geography, general science and other information subjects, efforts should be made to give enough importance to observation and practical work along with course books.

Library and Study room

Despite their exceptional qualities, students need to study far more books, magazines, newspapers and journals to expand their knowledge, improve their language, expand their vocabulary, create habit of self study, give them high aspirations, good expression, ability to understand other people's thoughts and ideologies and meaningful use of the spare time.

Even teachers need large number of books and their regular supply to improve their teaching capabilities, keep their information up-to-date and relevant. It is imperative for every school to establish a well-stocked library to take care of such important needs of both teachers and students.

The library should have books for all age groups, cover important subjects and have good stock of reference books.

There should be regular acquisition of new books in such libraries. Establishment of study rooms that get regular supply of good newspapers and journals is also important. If school is short of funds, it can seek the help of local public in procuring books and journals. The people who are known to have a good taste of reading can be persuaded either to gift books to school library or borrow them for some times. Some people leave behind huge collection of books and they are destroyed by vagaries of time. If sincere efforts are made, their heirs can donate such books happily. Publishers have a policy of offering huge discounts to schools and libraries. Such opportunities too should be used by schools. Even if schools need to impose some minor charges in this respect, they shouldn't shy away from even resorting to it.

Selection

With the ease and development in printing technology, all sorts of good and bad books are being published in large numbers. Journals and magazines are no exceptions. Therefore great care and precaution should be taken in their selection. Schools should procure only those books that are morally sound, educationally useful and informative. Their selection shouldn't be based on a single person's discretion. Instead, it should be based on recommendations and active support of those teachers who have good taste in reading and known for their selection in this regard. Besides, while selecting books for library, teachers and children's taste, needs, interest and age should be kept in mind. Books should cover important subjects useful in general studies as well. Leading publishing companies publish their detailed catalogues every year. Such catalogues provide necessary guidance in this regard.

A library should invariably contain good story books for different age groups, collection of short stories, poems, historic and reformative novels, biographies of prophets and prominent reformers, stories of scientific explorations, travelogues and exploits of travellers. Besides, there should be large selection of books on Islamic studies, literature, geography, history, general science and books covering different aspects of technology. The libraries should also contain dictionaries of difference languages, reference books, literature on child psychology besides top of the line encyclopaedias (In Urdu, Dairatul Maarif, published from Pakistan is an excellent encyclopaedia).

As students of up to seven or eight years of age cannot read fluently or understand complex texts, there should be pictorial books with big fonts containing stories or easy poems. Pictures in such books should necessarily be big and prominent.

For students from nine to twelve years of age, the books should invariably contain stories, history of inventions and discoveries, travels and journeys besides travelogues. These books should also contain images and drawings.

Students from 13 to seventeen or eighteen years of age, are eager to read about explorations, exploits of great personalities, stories of renowned persons, historic and reformative novels. impassioned poetry and literary works. While selecting books, all the above aspects should be kept in mind.

Important aspects

- There should be a separate hall for library and study room. Books should be kept there with utmost care in racks. The walls of libraries should be covered with attractive posters and great quotes from renowned personalities of the past.

- A teacher should be appointed library in-charge who can devote substantial amount of time to this work and knows the art of keeping books safe and in order.
- Librarian should have precise knowledge about the location of each and every book in the library. He should also have sufficient knowledge about the genre and topics. The librarian should also have ideas about standard of students belonging to different classes and the suitability of a particular book to them. He should fix a particular day for different classes when they can visit the library and withdraw or deposit books. His conduct should be warm, genial, gracious and treat students in friendly manner. He should also help students choose books of their standard keeping in mind their class, age, needs and their abilities.
- Students should be trained in such a way that they tend to keep library books as trusts and keep them safe from being soiled, torn and return them at the scheduled time.
- It is the responsibility of class teachers to create the habit of book reading among them. It is advisable to keep some good books, appropriate for a particular age group or class, in every classroom that may create some attraction among kids and propel them to love books and book reading. Class teachers should occasionally mention some interesting books in the class, read out some motivating and exciting excerpts from them and pinpoint the reason why students should read those books. Occasionally, they should also go along with students to the library and help them choose relevant and appropriate books for them. The library should contain multiple copies of interesting books, so that many children can borrow such books from library simultaneously. A record should be maintained about the number of books that a child has studied in a particular calendar year. Creating competitive spirit in this regard may be a lot helpful.

- Students should be helped in issuing books. Nonetheless, there should be a policy of not allowing reference books, dictionaries and very expensive books to be taken out of the library.
- Libraries should also have complete files of journals that they subscribe. It will help students and teachers while searching useful material on a particular or relevant subject.

Examinations, appraisals and promotion

Among the multiple responsibilities of schools, one of the foremost is the regular assessment of students through tests, examinations and appraisals. This will help:

- Teachers assess the fruits of their hard work. Consequently, they make changes in timetable or style of teaching.
- Students get to have clear understanding about the work they are putting in, their abilities and understanding of subjects.
- Parents have true understanding of their children's progress in schools.
- Management and officials of the school too have clear understating about teachers' performance and the fruits of their hard work or lack of it.
- Both teachers and students get regular opportunities and motivation to work hard and revision of old chapters.
- Provide guidance in promoting students to next classes or provide some other guidance regarding education.
- Give ranking to different students, provide opportunities to them in future and give them proof of qualification in the form of degrees that could help them in future.

Examinations

Examination has been the most recognized form of assessment and appraisal. During examination, students are seated in a particular style and are given three hours' time to solve the issue. Students are kept under close watch for that particular length of the time and at the end of the time, the copies are handed over to examiners. He thoroughly checks the copies, gives numbers and on those numbers the decision of success or failures is based. These examinations are usually of two types:

1- Internal examination
2- External examination

1-Internal Examination: Those examinations that are completely managed by an educational institution are internal examinations. In such examinations, preparation of the question papers, assessment of answer sheets and the decision of pass and fail rests with the teachers of the same institute. These are usually half yearly and annual examinations. Many schools have provision of monthly and quarterly exams too.

2-External examination: These examinations are usually held by some boards like CBSE or ICSE etc. In such examinations, preparation of question papers, assessment of answer sheets and the decision of pass and fail rests with external teachers associated with the board.

Shortcomings of examination

In the current examination systems, there are some basic lacunae that badly impact the whole system of education and training. This system also fails to achieve the goals for which these examinations are held. For example:

- Examinations have become an end themselves and the basic goal of education and training has taken a backseat. Students, teachers, parents, guardians and even the managers of schools want to show good

results. Therefore, all the other necessary activities, qualities and attributes are ignored that are not directly related to examination however important they may be from the perspective of education and nurturing of students. Only those chapters, parts of books and activities are emphasized that are important from the perspective of scoring good marks in examination. Only selected parts are taught and teachers ask students to use excerpts and guidebooks. Different tricks are deployed in order to achieve success in examination. Every effort is made to know the question papers in advance, cheating, copying and even going to the extent of bribing officials and teachers.

- Examinations are not reliable: The current system of examination cannot assess students' abilities due to the following reasons:

  1- Only those questions are asked that are related to memorizing and learning by rot. Therefore, even those students can score well who can memorize whole chapters even without understanding whole passages. Similarly, it doesn't give any idea about students' other important abilities.

  2- A student can get good marks despite having incomplete or even wrong information if he has a grasp on writing and can express his ideas well. On the contrary, despite having enough information, a student doesn't get good marks due to lack of writing skills.

  3- No universal standard in giving marks: Everything usually depends on the state of mind of an examiner. There are examiners who are misers when it comes to marks, while others may go for easy marking. Experience shows that many a times there are as much as fifty percent variation in giving marks to a particular examination copy by different examiners. If a teacher is in great

mood and if something particular impresses him, the kid gets high marks and if a teacher is in foul mood or he doesn't like the copy due to some particular reason, the marks will be very poor. So mood of the teacher invariably impacts the marking.

4- If those questions are asked in examination that were well prepared by a student, the result will be exceptional. On the contrary the hard work put in by students goes in vain.

5- If student's health is good during examination, his mood is fresh and he doesn't develop examination phobia and he remembered everything on time, he gets good marks, otherwise all hard work is lost.

6- Examination is taken in a limited time. It is really not possible to examine the abilities, skills and talents of the students.

- The current system of examination can merely assess educational abilities of a student, even that too in a very limited way. It doesn't assess other aspects of the personality.
- Most students only work hard during examination period. Even then most try to just memorize the whole passage instead of trying to understand the subject. Most of it is lost immediately after the examination.
- Some students work so hard for getting higher marks in their examination that they destroy their health forever.
- The cycle of examination doesn't allow students to study supplementary books or other out of course books that may be good for their personal development. Their attention continues to revolve around course books only.
- In external examinations, mostly the examiners are those who despite being experts in their own subjects don't have enough experience of children's education.

Therefore, they are usually not able to assess young students well.

Therefore, the entire system of examination in vogue today is deficient. Nonetheless, it doesn't mean that the whole system is scrapped. On the contrary, effort should be made to make it perfect and flawless.

Ways to make examinations useful

- Examination should never be allowed to become an end in itself. On the contrary, it should be made as the source of achieving higher goals for which they are held.
- Every aspect of the personality should be assessed.
- Homework and class work should also be made part of the examination and some marks are kept aside for this purpose too. This will ensure that students continue to give importance to their studies throughout the year.
- Examination shouldn't become a bogey to scare kids. On the contrary, it should become a normal part of school.
- Questions should be selected in such a way that they don't just assess the memory of a child but also reasoning, debate, inference and ability to use the information acquired in the course of education.
- Questions should cover the entire lesson. This way the habit of selective study will not develop.
- Some marks should be put aside for interview or viva voce to understand the style of conversation, ability to debate and forceful speech.
- Steps should be taken to ensure that examination is no longer decided by the luck alone. Views of concerned teachers, daily work details, weekly and monthly assessment and appraisal, results of midterm examinations and physical condition at the time of examination should also be kept in mind.

- Question papers related to informative subjects should be prepared in such a way that there is no scope of creative writing. For example, questions should be objective type and there is no need to write lengthy answers.
- Those people should be appointed examiners who posses sense of responsibility, who are judicious, thoughtful, careful about the welfare of students and have substantive teaching experience. Management should ensure that they have enough experience of teaching in classes in which they are being appointed as examiners.
- Most of the examination for very young kids should be verbal. Examination should be conducted by someone who is well-known to children and who can instantly attract them and make them feel at ease.
- Examination should be conducted to know as to what students know, their abilities, skills and aptitude and not what they don't know. It is possible only when the question paper is prepared keeping in mind the orientation and abilities of all the students where they also have enough freedom of selection.
- Questions in the question papers shouldn't be confined to course books. There should be questions from out of course books that could show students' aptitude, general knowledge and general understanding of a subject.
- Examination should be conducted in a cheerful atmosphere that may allow students to write answers with confidence. Examination word is enough to scare kids. If students lose heart due to over strict teachers, they cannot write answers despite even knowing them.
- Every effort should be made to save kids who have failed exams from losing the heart and become hopeless. They should be made to believe that turnaround is possible and nothing is lost.

Other important aspects regarding exams

Some work should be done on regular basis throughout the year. This includes the analysis of different aspects of their personality, the speed of their development and inclusion of their results regularly. These should be done regularly. Nonetheless regular examinations are held twice every year:

1- Half-yearly examination
2- Annual examination held at the end of the year

Given the importance and usefulness of different subjects, appropriate marks for every subject are being suggested here. At least twenty percent marks should be assigned to daily work and monthly tests.

In Class 1 and 2, examination of subjects like Urdu writing, dictation, fill in the blank and written mathematics, all other exams should be verbal or practical. In verbal form of examination in the class, students should be given some time to contemplate an answer or response after asking the question. Young kids, despite knowing the answer are not able to respond immediately. Teachers should help them answer the question by encouraging the students. The answers in verbal exams should be short, precise and language easy.

In Classes 3 and 4, other than Urdu composition, writing, dictation, Hindi writing and dictation and mathematics all other subjects' exam should be verbal or practical. General knowledge can be written too, if students have to respond in short answers. In this case, paper should be made in such a way that writing skill of kids don't play much role.

From Class 5 onwards, exams should be written only. Nonetheless, in cases of recitation of Qur'an, Hifz, oral mathematics and speaking and reading abilities in different languages, the exam should be verbal. Art and craft papers are practical. Since morality and character are not subjects

and hence marks in it should be given after analyzing the practical lives of children.

Prescribed marks in classes 1 and 2

1-	Islamiat	Total marks 100
	(a) Morality and character	25
	(b) Beginner's Qur'an	25
	(c) Wuzu, namaz practical and surah and azkar verbal	25
	(d) Prophets' lives and Prophet Muhammad's stories	25
2-	Urdu	100
	(a) Reading	50
	(b) Stories, poems (verbal)	25
	(c) Writing, dictation etc	25
3-	Mathematics	100
	(a) Written	50
	(b) Oral	50
4-	General Knowledge	50
	(a) Geography	25
	(b) General Science	25
5-	Art and Craft	50
	Total:	**400**

Prescribed marks in classes 3 and 4

1-	Islamiyat	150
	(a) Morality and character	50

	(b) Qur'an	40
	(c) Fiqh and beliefs	30
	(d) Life of the Prophet (pbuh)	30
2-	Urdu	100
	(a) Textual	50
	(b) Composition	50
3-	Hindi	50
	(a) Textual	25
	(b) Composition	25
4-	Mathematics	100
	(a) Written	75
	(b) Oral	25
5-	Knowledge	50
	(a) Geography	25
	(b) General Science	25
6-	Art and Craft	50
	Total:	**500**

Prescribed marks in classes 5 and 6

1-	Islamiyat	200
	(a) Qur'an	50
	(b) Fiqh and Beliefs	50
	(c) Life of the Prophet (pbuh)	50
	(d) Morality and character	50

2-	Urdu	100
	(a) Textual	50
	(b) Composition	50
3-	Arabic	50
	(a) Textual	25
	(b) Composition	25
4-	Hindi	50
	(a) Textual	25
	(b) 1Composition	25
5-	English	50
	(a) Textual	25
	(b) Composition	25
6-	Mathematics	100
	(a) Written	75
	(b) Oral	25
7-	Geberal Knowledge	100
	(a) History	40
	(b) Geography	30
	(c) General Science	30
	Total:	**700**

Class 7 and higher class examinations

In these classes, *Islamiyat* and Arabic will be basic subjects and more efforts and time will be spent on these subjects. Qur'anic text and Hadith will be taught in Arabic language. Other subjects will be secondary.

1-	Islamiyat	250
	(a) *Fiqh* and Beliefs	50
	(b) Islamic History	50
	(c) Biography of the Prophet (pbuh) and his teachings	50
	(d)- Morality and character	100
2-	Arabic	100
	(a) Textual	50
	(b) Composition and Translation	50
3-	Urdu	100
	(a) Prose with content writing	50
	(b) Poetry	50
4-	English	100
	(a) Textual	50
	(b) Composition and translation	50
5-	Mathematics	100
	(a) Arithmetic etc.	50
	(b) Algebra and Geometry	50
6-	EVS	150
	(a) History and civilization	50
	(b) Geography	50
	(c) General Science	50

Professional education (based on practical assignment)
Only division 1, 2, 3 should be given

Total marks: **800**

Results

1- Those kids who secure at least 40 percent marks in primary classes, will be promoted to next classes given that they secure at least 20 percent marks in every subject. In higher classes, those who secure 30 percent marks will be promoted to the next class.

2- Those kids who secure 44 percent marks will be bracketed 3rd division, from 45 to 59 percent 2nd division and those securing 60 and higher percent will be given 1st division.

3- Those students in primary classes who are not good in *nazira*, Urdu or mathematics should be promoted to next class. In higher classes, those students shouldn't be promoted to the next class who don't perform well in Arabic and *Islamiyat*.

4- Students who cannot attend exam due to illness or some genuine problem, should be allowed to appear in exam later.

5- Students of primary classes who have excellent record throughout the year and couldn't secure passing marks in annual exam, should be promoted to the next class on their past performance. Nonetheless, special discretion should be used in promotion of week students.

Result Form

Results are prepared on two forms. One form that contains the results of all the students that is kept in school registers, while the other is dispatched separately to the guardians of students. Samples can be found as follows.

Result forms specimen copies

Appraisal, assessment and results

For balanced education and training, it is imperative to keep an eye on all the aspects of students' personality.

Thoroughly assessment on a regular basis should be done and included on the result chart of the students. This will help keep teachers and guardians well-informed about the condition and progress of students and take corrective measures in this regard.

1- Analysis of physical condition

At the time of admission, following information should be mentioned on the chart of every student:

1-Height, 2-Weight, 3-Eyesight, 4-Hearing, 5-Health Issues, 6-General health status, 7- Vaccination chart, 8-Important instructions

Occasionally, services of some qualified doctors should be availed to assess the general health condition of students.

At least every third month, details about the health condition, sports activities, exercise and hygiene should be mentioned in the chart of every student.

2-Analysis of practical, moral and social condition

In the beginning of every academic year, a detailed report and a concise report every quarter should be dispatched to parents and guardians. The reports should contain the following details:

- **Good habits**: regular in prayers, speaking truth, being courteous.
- **Bad habits**: lies, stealing, garrulous, smoking.
- **Hygiene**: Regarding cleanliness of body, clothes etc.
- **Etiquette**: Following etiquette of different occasions including mosque, classroom, assembly, eating, walking, interaction with students and teachers.
- **Behaviour with teachers**, students, parents, siblings and friends

- **Sense of responsibility**, working hard in studies, discipline, taking interest in homework, extracurricular activities etc.

Assessment of academic condition

In the beginning of academic session, following aspects with regard to students should be assessed and mentioned:

1-General psychological condition, 2-Subjects in which he performs well, 3-Subjects in which a student is poor or doesn't do well, 4- Suggestions on how to overcome shortcomings of students.

Assessment of daily written, verbal assignments and their mention in monthly reports, half yearly and annual development should be a regular process.

A report should also be prepared regarding out of course reading habits and use of library and study centres. Parents and guardians should be kept informed about these assessment reports too.

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Chapter 30

Individual and Collective Education

There are some *madrasas* and *maktabs* where there is no system of classes. Every kid is given different lesson. The teacher calls every student individually, listens his lesson. If he finds the revision good, he gives him new lesson and leaves him to memorize it. This way, all the students are taught individually. At times, when there are too many kids, he uses some bright students to listen to the lesson of other kids and then give new lessons. This pattern has the following advantages:

- Every child gets individual attention of the teacher.
- Every child gets the opportunity to progress at his own pace.
- Kids support their fellow students in their studies.
- While teaching and helping other kids, students are better able to master the lesson and their abilities improve substantially.
- Nonetheless, this style of teaching has following adverse implications too:
- At a time a teacher can give attention to only one student. It renders other students' time useless.
- Only one or two subjects can be covered.
- A number of students, due to sitting idle, tend to make mischief and consequently a teacher needs to be very harsh with them in order to keep them under control.
- The lesson taught by fellow students is usually unsatisfactory and substandard.
- Students from whom teachers seek support in teaching other students, tend to develop a sense of superiority

and grandiose. They start taking fellow students as inferior and often misbehave with them.

Therefore, teaching to students individually badly impacts both education and training of kids.

On the contrary, teaching students together in classes after bracketing students according to their age and abilities is much better, useful and beneficial for students and teachers alike.

Benefits of teaching in classes

- The time and energy of teachers and students is saved. This time can be put to better use.
- A teacher can simultaneously teach many students at a time. This saves much needed and scarce resources.
- A teacher can control many students and keep an eye on them. He can also keep them busy simultaneously and therefore the discipline is much better. Resorting to physical or corporal punishment is not advisable.
- Similar problems of students can be solved simultaneously and they don't need to be told the same issue separately.
- At times, the solution of a problem is taught in different ways to make every student understand it clearly. This helps students in presenting the same thing in multiple ways very effectively.
- Students get several good role models.
- Students derive immense joy from the company of fellow students.
- It helps them learn great traits like cooperation, assistance, collaboration, team work and other collective qualities.
- The shortage of books and educational aides is not felt as other students extend helping hands.
- Students emulate others in the matter of learning and education. They also absorb the impression that a teacher's teaching makes on other students. Good

performance by the class further motivates the teacher to work even harder. This brings immense joy to the entire class besides the teacher.

- Proves multiple opportunities for competition that also help students work harder.

Shortcomings

While there are multiple benefits of this class based education system, there are some fundamental flaws too. This includes the following:

- The education in this format is given on the premise that all the kids of the class have equal abilities (It is despite the fact that there may be huge mental, emotional, physical and natural difference between different kids). Therefore, their individual differences are negated and neglected and all are treated at par.
- Bright and poor students, both, suffer from this system of education. While bright students are forced to work slowly, poor students are moved at the pace of bright students. Therefore students from both the categories are not able to develop at their natural pace.
- Students are taught after assessing the average students of a class. Consequently, the pace of the development is very slow satisfying neither the students nor teacher.
- Students, who are left behind due to their illness or absence from the class, cannot be given individual attention. This may have adverse impact on their education.
- Teachers get very rare opportunities to have personal contacts with students. They don't have enough inkling about their educational development and growth.
- There are chances of being impressed by bad elements and naughty kids.
- The students do not get a chance to develop any interest in the lessons and get very few opportunities of self-learning.

- The biggest shortcoming of this system of education is the fact that instead of kid, education becomes the centre of attraction. The whole attention is kept on how much and how fast education is provided. People benefiting from the system are not its concern.

Ways to avoid pitfalls

While there are numerous shortcomings and pitfalls in this model of education, nonetheless, due to multiple reasons, this has become the most popular system throughout the world. While it has become imperative to provide education in classes, every effort should be made to save ourselves from this system's drawbacks. There are some useful suggestions in this regard:

- It should be ensured that students of same age, physique and similar abilities are kept in one class.
- Children's individual differences and traits should be kept in mind and teachers should ensure that they give individual attention to every student under any circumstance.
- In order to keep individual contacts, it should be ensured that they are met individually and their attention is drawn to important issues.
- Every effort is made to keep the atmosphere of the school pious and virtuous and good models are presented before the students to ensure that students accept good impressions. It will ensure that kids could be saved from bad company and harmful impressions.
- Students should be divided into different groups and teams and different students should appointed head of each team. Students should be given maximum opportunity to work as a team and assistance should be provided to each team.
- Maximum opportunities should be provided to analyze and judge their abilities through multiple questionnaire and individual struggle.

- Home work should be assigned by assessing individual abilities and inclinations.
- Weaker students are more deserving for individual attention. Every effort should be made to take them along with the rest of the class. Remedial classes can be organized for such students and everyone should be allowed to develop and grow at his own natural pace.

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Chapter 31

Mutual Bond of Subjects

The burden of subjects is increasing with every passing day. As every subject of the curriculum is related to one or the other aspect of life, no subject can be neglected. Number of subjects taught in religious madrasas tend to be more than those in general schools as besides usual subjects, Islamic studies and Urdu are integral part of the curriculum. Therefore in a madrasa, student of primary classes have to study the following subjects.

1- Islamic studies, 2-Urdu, 3-Hindi, 4-Mathematics, 5-Social science (Geography, history, civics), 6-General science, 7-Art & Craft

In some madrasas, even in primary classes, students are taught elementary English, Arabic and Persian too. Now just think as to how such a young kid is expected to bear the burden of so many subjects. Now add to that the following aspects:

- Every subject is taught separately.
- These subjects are then sub-divided and separate classes are assigned. This means that Qur'anic recitation (nazira), Fiqh and Belief, Biography of the Prophet (pbuh) are separately taught under Islamic studies and poetry, prose, composition and grammar are taught separately under Urdu language. The same is done in the case of other languages too. Under social sciences, geography, history, civics are taught separately.
- These subsidiary subjects are also taught separately and therefore the number of subjects goes up substantially.

- Usually, lessons of different subjects are also taught separately. At times, there is no correlation between different lessons of the same subjects.
- In many schools, even in primary classes, different teachers are assigned to teach different subjects. Therefore the difference in different subjects goes up substantially.

Therefore, the burden of so many subjects on kids becomes simply unbearable for them. Resultantly, they suffer from the following consequences:

Their health is adversely affected under the burden of so many subjects.

Physical growth slows down and development of their minds too come to a standstill.

Instead of presenting education as a single unit, its division under different faculties, make things complicated for children. Sometimes it makes them crazy.

A subject is interconnected with other subjects and one lessons is connected very closely to other lessons. If they are taught by keeping this connection alive, things can be explained in better way and students will be able to easily understand them. Nevertheless, teaching every subject as an altogether different unit from other subjects make it extremely hard to understand and follow for kids. For example, if composition, grammar and other writing assignments are related to what has been taught in the course books, things will become very easy and manageable for students. However, if they are taught completely separated and disconnected from each other, it will add to the burden.

Therefore, in order to minimize the burden of so many subjects and make the whole task of teaching fun, subjects are taught in an interconnected way. In the initial classes, a class teacher should be assigned to teach almost all the subjects. This will help keep the connection between different subjects alive.

Forms of connection

1- Mutual connection
2- Mutual centralization

Mutual connection: This means that different subjects are taught by connecting them mutually. The same should be done in the case of different lessons.

Mutual centralization: This means that a subject is assigned a central position and then a connection with all other subjects is established.

In the case of mutual centralization, all the information are related to one centre and therefore are stored in interconnected form. This saves the mind from mental distraction and the child can use all the relevant information when the need arises. Nonetheless, this is easier said than done. It is very difficult to make all the lessons of a subject related to one subject. Another issue is the fact that while one subject gets central position, information regarding other subjects remains usually shallow. If the teachers of madrasas are able to give central position to Islamic studies and all other subjects are made related, the purpose of education can be optimally fulfilled. However, advising this system seems too early due to the amount of preparation, capability, potential and the sort of books needed to fulfill this gigantic task.

As far as mutual connection is concerned, it is easy and implementable too. This needs special attention to reduce the burden on young kids.

Forms of mutual connection

- A sequence is established in a way that everything becomes mutually interconnected. While teaching new chapter, its connection with the previous chapters should be established.
- Subjects shouldn't be further divided into sub-subjects. On the contrary, all the aspects of different subjects should be taught by being interlinked. Grammar,

composition, letter writing, dictation and cursive writing should be related to those lessons that the kids are reading in the class. Similarly, general science, civics, art, craft and mathematics shouldn't be divided in sub-subjects. On the contrary, every group of the above-mentioned subjects should be included in the main subject and taught together.

- While teaching kids, a connection should be established with the lesson being taught with their real life, surroundings, their natural and social atmosphere and their previous experiences.
- A teacher should ensure to establish connection in two subjects if there is any possibility in this regard. For example, while teaching craft, students should be asked to beautify it with colouring and art. And while teaching Islamic studies, students should be told about Arabian Peninsula and its relations with geography. Na'at can also be recited in Urdu.

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Chapter 32

Methods of teaching

There can be two methods of teaching and providing information in very efficient way.

- The first one is the fact that we tell students about some formula or a general rule about something and expect them to accept it by having trust on our knowledge. We should also provide some examples to them to help them understand by validating its authenticity through rules based on the maxim.
- The other method is to provide maximum possible opportunities of observation, analysis and study to students to enable them face the truth and then reach a conclusion through their own analysis.

In the case of the first method, students realize the truth through indirect means, while in the second instance they do it directly. Both of these methods have many benefits and a teacher needs to use both of them in the course of teaching. Nonetheless, in the case of first method, students are nothing more than passive listeners as they don't need to struggle to reach conclusions. Their knowledge is the result of other people's gift that has come to them for free. Usually, the whole information is forgotten in no time.

On the contrary, in the case of second method, as they have to struggle hard and take keen interest in the subject to reach the conclusion, the results they get are etched deep inside their minds. Their status is that of doer and therefore they have unusual role in the whole process of teaching and learning. Therefore, the conclusion they reach is the result of their hard work that is saved in the deepest part of their

minds. This method is a lot better than the first one and therefore preferable.

Logical or inductive method

This is the method of teaching through which students reach direct conclusion after analyzing different incidents, truths and examples and thus infer a rule or directive. This is known as logical or inductive method. Students try to relate one fact with another and then infer a conclusion. For example, grandma died, maternal grandpa passed away, Hamid too died yesterday, today even Mehmoodah died, people die and thus humans are mere mortals.

Logical methods or knowledge methods are those that allow the acquisition or production of knowledge: inductive, deductive, analytic and synthetic. The induction, deduction, analysis and synthesis, are processes that are complemented within the teaching method. Under such method, teacher gives opportunities to students to analyze, observe and study certain historic incidents and examples. Under teacher's guidance, students analyze and compare these examples and try to find similarities or differences between the two. After such rigorous exercise, they find some general rule or method to reach the right conclusion. For example, students add 3 five times (3+3+3+3+3=15) and recount 3 table till 5 (3X5=15). The answer in both the examples comes out 15. They follow the same process on different numbers. They add 8 four times (8+8+8+8=32) or recount 8 table 4 times (8X4=32). After doing the same exercise repeatedly with other numbers too, they conclude that:

Multiplication is the easiest form of addition.

- Or put three sides of several triangles in a definite order or measure them and put them together. Subsequently, they conclude that every time they do it, the conclusion is 180 degree. Consequently they conclude that

the sum total of three angles of a triangle is equal to the two standing lines (180 degree).

Similarly, they take a ball made of metal that can easily pass through a hole. Now they heat it, it doesn't pass through the same hole. When they repeat the same exercise on different balls of metal, they come out with the same conclusion. Finally they conclude that:

"Metals expand when heated".

Nonetheless, when the metal balls become cold, they once again pass through the same hole rather easily. They, thus conclude:

"Things shrink when become cold".

Benefits of this method

- This method of education is logical and rational. A teacher provides some examples and instances with a definite sequence and students reach conclusion after analyzing them.
- Students take practical interest and show keen interest in the lesson throughout the entire process.
- Students get enough opportunity to think, ponder over, debate and finally reach a decision.
- They gain every benefit of learning through doing. Besides, they acquire solid knowledge, skills to use the knowledge thus gained in real life, joy of success, problem solving and fulfillment of instincts and natural desires.
- They learn to reach truth with their own hard work and gain expertise in understanding general rules through their daily work. Finally this experience and ability becomes a regular feature of their personality.
- It also creates self confidence among students and they stop depending too much on their teachers for everything big or small.
- It also creates aptitude of research and investigation.

- Humans, from time immemorial, have gained their talents and aptitude through similar processes. They have done it through experience and exploration. Sometimes, they have lost, while on innumerable occasions they have come out successfully, gaining new insights and information. This is, therefore, the most natural and inherent form of gaining knowledge.

Shortcomings

Like everything good, it too comes with a few shortcomings too. Teachers should try to save students from its following probable pitfalls:

- Some students, out of excitement, infer wrong conclusions. Several aspects remain outside their realm.
- They tend to infer general rules by analyzing merely a few examples, though it doesn't apply on many things.
- For example, a child sees that the people who wear decent dresses, or the ones who are financially well-off are given more importance in the society. Therefore, due to his limited knowledge, he infers that money and expensive dresses are the basis of respect and honour in our society. This is a wrong inference as people who resort to earn money through interest, bribery and other illegal means are not respected in the society. Similarly, a pickpocket wearing branded dresses is not respected by anyone in our society.
- Students should be saved from such useless haste. Besides counselling, they should also be provided more opportunities so they are able to test the rules they infer on other examples. They shouldn't form general rules based on merely a few examples.

Assumptive method of teaching

This is complete opposite of logical style of teaching. Here, a teacher informs students about some general rules,

laws or inference and then follows it with multiple examples that back his inference. Students, who blindly trust their teachers, accept them as told. Later, students should be allowed to test the same rules through more examples. For example, while teaching grammar, a teacher tells his pupils the definition of noun, verb, proverb, adjective etc. He also explains them through examples. Students usually accept everything that their teacher says verbatim. He will give them some exercises to do. This may be done by giving a paragraph to students and asking them to mark verb, noun, proverb etc. If students' answers are correct, the lesson is a success. Similarly, while teaching mathematics, if a teacher tells the students about some method of solving a question and then clears it through examples. If students are able to solve similar questions using the same method, this means that the teacher was successful in making them understand and clear their doubts.

Shortcomings

There are many lacunae and shortcomings in this method of teaching. This includes the following:

- The status of students is no more than a passive listener and therefore they don't take practical interest in their lesson.
- As students are not able to approach the truth directly, their knowledge and understanding is not really reliable in most cases. They are also not able to employ the knowledge they gain through such method of teaching in their real lives.
- Most part of education is usually spent in learning through rot, rules and regulations that many students usually forget before long as this is not what they themselves earned.
- This method completely deprives students of 'learning through doing'.

- This method of teaching is unnatural and illogical. People confront bitter truths in their lives and not through mere incomprehensible and vague ideas. Abstract ideas are derived from bitter realities of life.

Attributes

Despite many of its shortcomings, it has the following attributes too:

- Elders have gain knowledge through years and years of experiences, toil and hard work. They are able to transfer the entire knowledge that they have gained over decades to their pupils. Therefore, students don't have to spend long years on acquiring the same knowledge that their teachers possess after spending considerable time, money and other resources.
- It takes the burden off the shoulders of teachers. He tells a rule or a method, students learn it and start solving problems.
- Everything cannot be learnt through doing. Everyone doesn't have so much time or resources. Therefore, many things can be learnt only through this method.

Despite all its attributes, logical method of teaching is far more effective than assumptive method of teaching for young children. This method of teaching should be used as much as possible, except if there is no way out. Nevertheless, in the case of grown up students, assumptive method of teaching is more appropriate as they have developed analytical style. They can be taught much more and far more effectively through assumptive method of teaching. They should be given enough opportunities for exercise and revision, as in the otherwise case, they will forget everything within no time. Besides, they will also face multiple practical issues later.

Comparison of the two methods

Logical method

1- Different incidents and individual examples are first probed and analyzed. Only then, general rules, definitions and methods are inferred.

2- It gives the most recent and relevant information.

3- It guides towards discovery and invention.

4- It is a rather slow method as students reach conclusion through observation and experimentation.

5- Nourishes different mental abilities including analysis, debate, deliberation and decision making.

6- Creates self confidence among kids.

7- In this method, thoughts travel to higher levels and consciously or unconsciously there is an effort from students to infer general rules through different incidents.

8- Students get opportunity to learn through doing something. Therefore, the knowledge thus gained is solid and useful. This knowledge can be put to use anywhere by students as they themselves have been through to it in the past.

9- This method gives much more and better training and less information.

10- This is very useful teaching method for students.

Assumptive method of teaching

1- Teachers inform students all the methods, general rules and definitions. Now these are tested on individual incidents and examples.

2- This strengthens previous information.

3- It also strengthens other people's knowledge.

4- It accelerates the learning as students don't need to analyze or experiment themselves. They can use their elders' knowledge.

5- Most of the time, merely memorizing and learning by rot is enough and there is actually no need to use other very useful mental abilities.
6- Students tend to become used to their teachers' support for everything.
7- Under this method, thoughts travel to lower levels and students need to tread from general rules to particular incidents.
8- Students become addicted to information fed by others. Therefore, they don't have full faith on the knowledge gained in this way and don't know how to use it in the real life.
9- It gives sack full of information but very limited training.
10- This is more suited to grown up students.

Investigative method

"Fire burns". This is a universal reality that we tend to learn through observation and experience from an early age. If a toddler is told, "son, the fire burns, don't put your hands in fire, otherwise it will burn the hand and you will feel severe pain", he may believe us due to trust and faith he has is his elders. He may try to save himself from it. Nonetheless, he will believe it more firmly when he sees that his mother slightly burnt her hand while cooking. The pain she suffered will convince him further about the seriousness of threat from it. However, he will become convinced only when he gets slight burns. He will have no doubt about it later.

Students have a psychology that doesn't allow them to believe what they are preached. They want to experiment and reach a conclusion. When they do and gain experience, this knowledge is deep rooted and gets firmly entrenched in their minds. Therefore, it is of paramount importance that instead of telling everything to them, they should be given more opportunities to do and reach conclusions through

their own hard work and analysis. Investigative method of teaching has been invented to fulfill this aim. It creates a sense of investigation and research among students and whatever they learn is solid knowledge.

Under this method, the status of student is that of investigator or inventor and the teacher becomes a guide and supporter. Students' curiosity is aroused and necessary freedom is provided to them with other support material to help them find facts. Teacher tries to keep the level of curiosity among them very high and helps them in every possible manner. Through questions and quizzes, besides guidance, he provides them guidance in very positive manner. Therefore students are able to find facts with the support and guidance of teacher. In subjects like mathematics, science and geography, this method can be of immense use.

Benefits

This method is full of benefits and advantages. We discuss major benefits in the following lines:

- As students are provided opportunities to learn through personal observation and experiment, they take active interest in their lessons.
- Knowledge gained through this method is usually solid and students never forget it. Students have complete faith on such knowledge. The biggest benefit of the method is the fact that it can be used efficiently when time demands.
- It creates a taste for investigation and research. Students gain every benefit of learning through doing. Besides, they gain solid knowledge, skills to use the knowledge thus gained in real life, joy of success, problem solving and fulfillment of instincts and natural desires.
- The joy of learning through doing is immense and propels students to work even harder.

- It also creates self confidence among students and they stop depending too much on their teachers for everything big or small. Besides, it helps them to analyze, debate and deliberate in a better way.

Using this method doesn't mean that students are not given any information by their teachers and they are allowed to learn only through experience and experiment. This may be the thoughts of an extremist alone. If this is allowed to do, students may repeat the same mistakes that their teachers and other committed and that might have very harmful consequences. This will also deprive them of all the experiments and knowledge of the past and they will be cut off from any knowledge that the humanity possesses. This may force them to squander their useful life in finding out small things that they might have easily got from their teachers and elders rather easily. It means that students shouldn't be told and spoon fed. They should be given maximum opportunity to learn through doing. However, when a teacher realizes that students might be harmed, they should help them and support them in every way possible.

Kindergarten form of education

Kindergarten is a German word that literally means the 'garden for the children'. It is a method prescribed for kids in pre-school. This method of education is based on approach that believes in teaching through activities like playing and practical activities including drawing and increased social interaction that makes transition from home to school rather a seamless exercise.

This form of education has been devised for very young kids of three to six years of age. The term was first coined by German academician Friedrich Froebel whose approach influenced early-years education globally. Friedrich Froebel believed that children should be nurtured and nourished "like plants in a garden". The responsibility of the teachers in kindergarten schools is to provide

appropriate environment for nourishment and growth of children like a gardener does with plants in his garden.

Friedrich Froebel, who was born in the year 1782, had a miserable childhood. Due to misbehaviour of his stepmother, he went on to live with his uncle and at the age of 15 became the apprentice to a forester. Despite lack of good early education, he became one of the foremost names in pedagogy. After teaching in different primary and secondary schools, besides being a live in teacher of three sons of a wealthy aristocrat, he opened the first kindergarten school in the year 1837. This was, without doubt, a revolutionary step in the field of pre-school. Though there were many people who used to fret regarding the unavailability of decent education for very young kids, but there were no practical step. The first well-planned step was taken by none other than him. Friedrich Froebel passed away in 1852. He was a religious person and argued for a religious and pious lifestyle. The purpose of education, according to him was:

"To enable people live a clean, earnest, sincere and pious life".

And as this purpose can be achieved only through pious and religious life, he makes religion the basis of any education. According to him, education should enable kids to recognize themselves and it could create a sense of 'unity in diversity'. His fundamental rules include:

- The proper growth of individuals is possible only through collective organizations. Therefore, from an early age, students should be prodded to understand the importance of social life and create good habits and high moral character among them.
- *Nothing comes without a struggle. Strife creates nothing by itself, it only clears the air. New seeds must be planted to germinate and grow, if we will have the tree of humanity blossom . . . We cannot tear the present from the past or from the future. Past, present,*

and future are the Trinity of time. In the children lies the seed-corn of the future!"

- *Protect the new generation: do not let them grow up into emptiness and nothingness, to the avoidance of good hard work, to introspection and analyzation without deeds, or to mechanical actions without thought and consideration. Guide the young away from the harmful chase after outer things and the damaging passion for distraction.(Added by translator)*
- The most effective form of education is learning through doing. They can learn better by doing things themselves. Therefore, they should be taught through their instincts, spontaneous and impulsive reactions.
- Play is the highest expression of human development in childhood for it alone is the free expression of what is in a child's soul.
- The atmosphere of school should be such where students feel joy and freedom and can express their sentiments through different means including useful hobbies, rhymes, mimicry and other means. There shouldn't be any external pressure on them. There should be an effort to teach them self discipline that helps students to control themselves.
- Education should be provided to children, keeping in mind his nature and needs. Efforts should be made to seek children's active support towards achieving this end.

Prescribed syllabus and method of education etc

For very young kids of six or seven years, no formal syllabus can be prescribed as they are physically and mentally not fit to bear the burden of formal education. Friedrich Froebel suggested seven gifts and twenty activities for such kids. These all are related to sports or different sorts of toys that students use on their own. While gifts are helpful in the mental growth of children, activities help them in gaining different sorts of dexterity.

Gift I: First gift consists of six coloured woollen balls, three in primary colours and three in secondary colours. The occupation consists in rolling them about in play. Thus, they help the children in developing the idea of colour, material form, motion and direction.

Gift II: Second gift consists of a sphere, cube and cylinder made of hardwood. While playing with these objects, children start noticing the difference between the stability of the cubes and the mobility of the spheres. They observe that the cylinder is both stable and movable.

Gift III: Third gift is a large cube divided into eight smaller equal cubes. From these, the children can build up a number of useful artistic forms such as branches, doors, bridge, etc. and the ideas of addition and subtraction. For this reason, the third gift is often called "the first building box".

Gift IV: Fourth gift consists of large cubes divided into eight long primes. In each of these, the length is twice the breadth which is twice the thickness. These are compared with the contents of gift III. This helps the children to construct different kinds of buildings and patterns.

Gift V: Gift number Five is very much like the third gift. It consists of a large cube divided into twenty-seven small cubes, three of which are again divided diagonally into halves and three into quarters. The child can construct many beautiful forms and patterns by combining the third, fourth and fifth gifts and it gives him great pleasure to do so. However, this is a bit complicated and thus, should not be given to very young kids.

Gift VI: Sixth gift is again similar to Gift V. In it, a large cube is divided into 18 whole and 9 small long blocks. Still hearth, designs in different forms and constructions may be made by the child and it will also be useful in teaching numbers.

Gift VII: Seventh gift is a set of square and triangular tables made of very fine wood kept in two boxes. It provides materials for much exercise in geometrical forms and mosaic work.

- Besides the aforementioned toys and games for kids, he also prescribes many other useful aides including rings made of wire, pencils, colourful papers, cardboard, colourful chalk, rattle and other simple toys of this kind.
- Friedrich Froebel suggests that a teacher should have the following activities for kindergarten kids:
  1- Religion and religious training.
  2- Study of the nature through gardening and animal rearing.
  3- Counting: Counting real things and with their help giving very basic concept of addition and division.
  4- Teaching language with the help of narrations, stories and rhymes.
  5- Activities by hand: Different activities to create and improve constructive activities.
  6- Physical training through sports and other balanced exercises.

Method of education should be such that children are able to learn through games, stories, poems and rhymes. Formal methods of education are not advisable for children of this age.

Benefits

- Adoption of this method makes the intricate task of education and nurturing of very young kids not just interesting but also effective and useful. Friedrich Froebel was the first person who directed our attention to the education of such young kids and came out with an exciting and workable format.
- In Kindergarten schools, the atmosphere is like home and this is the reason that children don't feel like aliens

or strangers. They go to school happily and spend the whole day without any complaints. The school helps them inculcate good habits including cooperation, sympathy, responsibility and other social attributes.

- Students are given lots of opportunities to learn by doing and practical experiences.
- Children learn a lot without feeling the burden of being taught in the course of play. In such process, they have complete involvement, attention and concentration.
- Through many games of copying, they learn several practical works related to everyday life, social etiquette and good manners.
- Through the above mentioned gifts, games and other interesting activities, their personalities develop in synchronized way.

Shortcomings

While Friedrich Froebel's Kindergarten system of education has lots of attributes, it also comes with many shortcomings of its own:

- Education becomes very costly and therefore only children of very rich people can benefit from it.
- The sort of freedom that children should get is not available due to the considerations of learning and education through games and play.
- While the importance of learning through games cannot be negated and many things should be taught this way, nevertheless, imposing the atmosphere of sports-ground on the school round the clock, is not a very good idea. It destroys the fundamental purpose of education and nurturing. They can play almost everywhere, then what is the use of schools.
- Collective aspect is so much emphasized that it tends to affect student's individual personality. Creating so much social awareness at such a young age, is ahead of

time and a sort of oppression of their freedom loving nature.

- There is no denying that many things can be taught through sports and gifts, nevertheless, the spiritual attributes that Friedrich Froebel aims to create among children are merely fanciful and imaginary.

However, Friedrich Froebel has done a monumental service when it comes to education and nurturing of young kids through sports, useful activities by keeping their natural interests and inclinations in mind. His suggestions should be kept in mind regarding education of very young kids.

Montessori system of education

Montessori system of education is an educational approach developed by Italian physician and educator Maria Montessori. Born in the year 1870, she started taking care of very young children in a hospital after completing her medical education. She had deep sympathy and love for differently-abled young children. Based on her extensive research with phrenasthenic or special needs children and characterized by an emphasis on independence, freedom within limits, and respect for a child's natural psychological, physical, and social development she developed a system of education for kids from 3 to 7 years of age.

Like Friedrich Froebel, Maria Montessori too was in favour of teaching children through games and sports instead of bookish knowledge. To be true, it is a somewhat changed form of kindergarten system of education and there is very nominal difference between the two. A large number of schools are following Montessori system in our country too. She even visited India due to large-scale interest in her form of education. Maria Montessori died in the year 1952. Now this system has been spread over a period of twelve years.

Fundamental rules

Montessori scheme is based on the following rules:

- Children should be given full freedom as the development of natural traits is not possible without it.
- Children should be provided opportunities to do things themselves. Montessori believed that children educate themselves: "It may be said that we acquire knowledge by using our minds; but the child absorbs knowledge directly into his psychic life. Simply by continuing to live, the child learns to speak his native tongue" (Montessori, 1966). This is the concept of the absorbent mind.
- Senses should be developed, especially that of touching. Montessori believed there are sensitive periods when children are more susceptible to certain behaviours and can learn specific skills more easily. A sensitive period refers to a special sensibility which a creature acquires in its infantile state, while it is still in a process of evolution. It is a transient disposition and limited to the acquisition of a particular trait. Once, this trait or characteristic has been acquired, the special sensibility disappears.
- Kids should be made to help themselves (Montessori schools take special care in this regard). Maria Montessori believed that children learn best in a prepared environment, a place in which children can do things for themselves. Schools make learning materials and experiences available to children in an orderly format. Classrooms, that Montessori described, are really what educators advocate when they talk about child-cantered education and active learning.
- Freedom is the essential characteristic of the prepared environment. Since children within the environment are free to explore materials of their own choosing, they absorb what they find there. Maria Montessori was a master at creating environments for young

children that enabled them to be independent, active, and learn.

- No to corporal punishment.
- Education through game and play should be adopted to teach young kids.
- Students should be taught moral values, nonetheless this shouldn't be through force or coercion. Instead, they should be taught self discipline in an happy environment.

Montessori school

Usually, the building of a Montessori school is located in an open space and is very airy and spacious. The school has a good garden. Walls of classrooms are decorated with beautiful and attractive multicolour pictures. There are separate rooms for dining and other activities. A huge hall is usually found in the centre of the building that is the most decorated place of the entire school. There are light chairs that can be taken from one place to the other by even very young kids. The room has many small blackboards that can be used by many kids to draw images, pictures and drawings simultaneously. Classrooms are usually outfitted with child-sized tables and chairs arranged singly or in small clusters, with classroom materials on child-height shelves throughout the room. Activities are for the most part initially presented by the teacher, after which they may be chosen more or less freely by the children as interest dictates.

There is another room in the school that is furnished specially to attract children. This room contains the most enticing toys and products that students love. Children can talk to each other, laugh, sing songs and even dance when they feel like. Usually, female teachers are employed to teach kids. She comes and narrates interesting stories. There are sofa sets, comfortable and cushy chairs and students can sit and even take rest on such comfortable

sofas. Foods, that entice children are served and there are all other facilities that are usually associated with home. Kids love schools and want to spend more time there.

Educational equipments

Montessori schools need a large number of educational equipments. Plastic equipments are looked upon here and instead natural products are encouraged to use. Here we give a small list of equipments and educational aids used in Montessori schools.

1- Blocks of polished wood in different shapes and sizes and in different colours. Some are round, long, triangular and quadratic in shape.
2- Pellets of different weights.
3- Sets of cards with whose help students are taught alphabets, words and numbers.
4- Different types of bells.

With the help of the above mentioned equipments, students are trained in senses. Materials contain multiple levels of challenge and can be used repeatedly at different developmental levels. A special set of 10 blocks of graduated sizes, called "the pink tower" may be used just for stacking; combined with "the brown stair" for comparison; or used with construction paper to trace, cut, and make a paper design. The pink tower, and many other Montessori materials, can also be used by older children to study perspective and measurement. They are also taught to recognize different colours and shapes and differences in different sounds.

Initially, the attention of Maria Montessori was not towards teaching reading and writing. Nonetheless, these things too were later made a part of the system. Therefore, now Montessori system teaches young kids reading, speaking and writing with the help of the above mentioned equipments and other tools. They are also given practical

training by gardening and other practical works associated with the daily chores.

It must be stressed here that Montessori materials use real objects and actions to translate abstract ideas into concrete form. For example, the decimal system is basic to understanding math. Montessori materials represent the decimal system through enticing, pearl-sized golden beads.

Benefits

There are multiple benefits of this system of education:

- Individual attention on students.
- This system has been a huge success when it comes to education and training of very young kids.
- There is focus on development of senses.
- Adequate attention is paid to physical, practical and moral training.
- Children feel a home like environment and freedom and thus enjoy there. They do different activities without feeling any sort of burden.
- It creates self confidence among children and they learn to help themselves.
- There is every opportunity and facility to facilitate growth of creative abilities.
- This system has many benefits of education through games and 'learning through doing'.

Shortcomings

- This system of education is excessively costly and thus unaffordable for a majority of people.
- Children get deprived of real joy and happiness that they get from sports. This is due to the fact education becomes the real motive and thus even play becomes work for them and on occasions they lose any interest in it.

- Kids are overburdened with responsibilities before time.
- There is not much emphasis on the development of imagination.
- There is so much emphasis on individual development that collective good is often ignored completely. This often creates individualism and selfishness.

Nonetheless, the usefulness and services of Montessori system of education cannot be ignored as far as simplification of nursery education and making it interesting and enticing is concerned. It also has a major role when it comes to the development of senses.

Maria Montessori brought home the idea of usefulness of sports and toys in education. She was also the first person to emphasize the development of senses so much and so forcefully.

Comparison of Kindergarten and Montessori system

Comparison

1- Both systems contain comprehensive and implementable design for education of kids from 3-7 years of age.
2- Both give utmost emphasis on bringing out innate qualities and traits among young kids.
3- Both put great emphasis on application of educational appliances for the purpose of education and training of children.
4- Every effort is made to provide education in an atmosphere of joy and freedom.
5- There is emphasis in both system of education on education through games and 'learning through doing'.
6- An effort is made to make the environment of schools interesting and exciting for kids and make kids feel at home.

Differences between the two

Kindergarten

1- An effort is made to inculcate collective and social traits.
2- Foundations are philosophical as Froebel was himself a philosopher.
3- Education is disseminated in a collective manner.
4- Training of senses is done with the help of gifts and toys.
5- Education can be provided even without gifts. Therefore, schools can adopt to this system through minor changes.
6- Emphasis is given on hands based activities and sports.

Montessori Scheme

1- More emphasis is given to individual development.
2- It is based on scientific foundations as Montessori was a scientist.
3- As opposed to classroom based education system, education is provided on individual basis.
4- Educational materials and equipments are used for the development of senses.
5- Education cannot be provided without the support of educational materials and equipments and therefore adopting this system tends to be challenging.
6- Emphasis is given on activities related to practical life.

Project method

Project is used to describe a scheme or outlines that is prepared before the launch of a massive venture. The launch of a huge corporate house or initiation of a scheme like Bhakra Nangal Dam is a case in point.

In the field of education, project denotes something that needs practical work and that is done in its natural and

normal atmosphere. For example, celebration of Eid by children in the company of one another and cleaning of drains for health, hygiene of the locality.

This method of education was launched by an American educator Richardson in the year 1889. Later, Kilpatrick made some minor improvement to this method of education. Further changes were suggested and incorporated by Steins in the year 1921. This method is useful for the kids of initial classes.

How Project method is implemented

This method is implemented in the following ways:

1-Creation of certain situation: The teacher presents some arguments in front of students regarding some situation through discussion and dialogue. For example, he may discuss as to where and how to spend holidays, why a festival should be celebrated and how to take time out for travelling and picnic. He may also discuss with kids issues as to how to act in order to save people from outbreak of illness, help the disabled people, habituate people to offer prayers and support the needy students etc.

2-Selection of an appropriate project: Students make a decision when the picture becomes clear after discussions, arguments and accumulation of facts. There is complete freedom of choice to ensure that the project has complete support of children and they have full interest in it. This will ensure that they will be part of the project with their full vigour and enthusiasm. Students are asked to jot down the reason for supporting a particular project.

3-Resolve to complete it: Students are asked to promise that they will do everything to complete the project in its best form on time.

4-Preparing the plan: As the decision has been taken, a plan is prepared to practically implement the project. This is done by students under the guidance of the teacher. Students' suggestions are sought and everyone is persuaded

to take practical interest in it. Later, all the suggestions are contemplated upon and the draft is written down in its complete form.

5-Implementation: This is the most crucial part of the entire project. It involves different sorts of activities and actions. This may include aspects like collection of information, reading, writing, travelling to different places, correspondence with different people, keeping a tab on prices of essentials, preparation for estimate of expenditure and then completing the project. After writing of the final draft, students are assigned different individual and collective responsibilities. The teacher helps students implement the project under close watch and there is scope of making changes and amends in it. Every student is persuaded to take practical interest and support the project. Every effort should be made to give maximum opportunity to students to do things themselves.

6-Appraisal: It is the time of review and assessment when the project is over. This allows children to realize their mistakes and shortcomings. This makes them cautious in the future.

7-Record keeping: Students jot down complete record of the whole process. This may include as to what was discussed in the course of project making, the suggestions that were given, how the plan was prepared and how it was implemented. This may include the books studied, how the work was distributed among different stakeholders (students) and whose support was sought in this process etc.

Benefits

This may be a very useful, practical and impressive method for the students of primary classes as it is:

- Based on the very foundations of psychology. Students have complete knowledge of the causes and reasons of the project and they themselves implement it. They get

to work and have a say in the whole process. This ensures that the project has their complete support and they have full involvement in it.

- Education has very close relation with practical life and in this method, information are stored in the minds of young kids in well connected, organized and systemized manner.
- Instead of being passive listeners, kids become active participants in the process of learning.
- Students tend to have very clear idea about their own progress and others too can easily understate it.
- Students tend to understand the importance of their own views.
- Learning becomes rather fast in organized and better way.
- Instead of being theoretical, kids become practical.
- They are trained in shouldering responsibility and self confidence.
- It helps students to work hard up to their potential and complete the task.
- They get hands on experience in collective planning and work in groups.
- It doesn't put much stress on memory and growth of mental and creative abilities.
- Project method inculcates the habit of self studies and problem solving among the kids.

Shortcomings

- Students don't have the opportunity to revise whatever they have learnt.
- Much of the information is useful for a particular time that doesn't have a permanent value for these kids.
- There is disproportionate stress on hands on training and not much on literary and scholarly work.
- The educational material is disorganized.

- Some parts of the syllabus tend to garner disproportionate attention and some other parts are completely ignored.
- Availability of useful syllabus and able teachers becomes an uphill task.

Nonetheless, these drawbacks don't mean that we shouldn't benefit from this method. On the contrary, some time should be taken out to provide education through this system too and the rest of education is provided normally. This way, education will become all the more effective. This method should be used in the course of different celebrations in the schools, in the cleanliness drive in and around the school besides in educational tours and picnics. It will ensure that students have full interest in these activities and they benefit from these in maximum possible manner.

Dalton Plan

The shortcomings of the class-based educational system have been noted in detail. Many efforts have been made in the past to overcome such lacunae and shortcomings. One of such efforts is known as Dalton Plan. Its founder, another American female academic expert, Helen Parkhurst experimented this method at a high school in Dalton, US in the year 1920. This method is immensely beneficial for secondary classes. Its most important features include:

- This doesn't need huge investment as it can be incorporated in the existing syllabus with minor changes and very small budget.
- Not many changes are required in existing syllabus.
- It helps in taking the students forward at a natural pace while keeping their individual personalities intact.
- The system of education is easy and without many complications.

Introduction of the Dalton Plan

Under this scheme:

- Teachers need to arrange the whole syllabus of every subject in such a way that every child tend to have an understanding about the coverage of every subject and what they are expected to do.
- The whole syllabus spanning an academic year is divided in equal parts on monthly basis.
- An agreement is reached with students after telling them general rules for the completion of the work in the prescribed period.
- During the course of the term, assistance and guidance is provided to students, both individually and collectively, in overcoming problems.
- Within a term, the new task is assigned only when the first task has been completed.
- Teachers and libraries are made available for every subject to assist students. Books, charts and educational equipments are kept in huge supply to enable the entire class to benefit from them.
- For half of the time in school, students study and do other educational related task individually or collectively as they deem fit. The rest of the time is used in teaching them new lessons and helping them solve problems collectively.
- Every class is known as conference, students as the delegates of conference, classroom as workshop, work as assignment and the promise to complete the task is called agreement. The period that every task is required to be completed is called term.
- After completing a task, students can be given next task provided the teacher is satisfied with the performance.
- Whether students work individually or collectively depends on their choice.

- Both, students and teachers, have charts to know the progress and the speed of progress. Every student has a subject wise chart and the other as a whole on all the subjects.

Benefits

Adoption of this plan can be of immense help in the following aspects:

- Every student develops and moves forward at his own pace. This benefits both intelligent and not so intelligent students.
- Even the laggards tend to work harder after taking responsibility and signing agreement to complete the task in a stipulated period of time.
- Students don't depend on teachers alone. They tend to develop capability to use and benefit from other sources of information including books, charts, posters and other sources.
- A sense of investigation and research takes root in their minds.
- Due to agreement factor, a student tends to become more careful and alert as the education has his own willingness and support.
- Students are not merely passive listeners but active participants in the whole process of education and learning. They learn by doing things themselves.
- Both, students and teachers, have very clear idea of progress.
- Every subject is accorded time based on the need, therefore in tough subjects students can be provided extra support to overcome the problems.
- Students are trained to fulfill their responsibilities without external pressure or force.

- Students have freedom to study as much and whenever they feel like. There is no need of homework.
- Discipline ceases to be any issue as everyone is busy in completing the assigned task.
- Children tend to believe that they are being trusted, therefore they do everything not to destroy this trust. They are not forced to stop work when the class ends, start new task or follow a set schedule.
- When compared to evaluation through exams in a very short time, having progress graph of each student and daily development of assignments, give a better idea of students' progress and development.

Shortcomings

There are a few problems when it comes to adoption of the scheme. This includes the following:

- There is certainly a shortage of books that such young students can use on their own.
- Most of the teachers are not as gifted to implement and experiment with such methods and schemes. They abhor the freedom enjoyed by students and therefore are opposed to such methods.
- Such plan requires a huge library and lots of educational equipments. This cannot be arranged except by a few well-financed institutions.
- In order to assign quality assignments to students, very qualified and well-endowed teachers are needed who have good grasp of subjects. Alas, most of our schools are devoid of such qualified teachers.
- Many subjects require collective teachings. This includes singing, oral lessons, extra curricular activities and drill etc.
- Some students cannot handle the freedom properly. They cannot complete assignments on their own.

Nonetheless, despite all the above shortcomings, this scheme should be occasionally adopted in every class. After teaching every lesson, students should be assigned some writing or oral works, draft making, writing articles or delivering extempore speeches etc. This way, they tend to use other books as well.

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Chapter 33

Wardha (Basic) Scheme

The concept of Wardha scheme was the brainchild of none other than Mohandas Karamchand Gandhi or Gandhiji. He presented the concept of national basic education through his newspaper *Harijan* in the year 1937. The centrepiece of the scheme was "Education should be in child's mother tongue, with the help of vocational course that should make students self –sufficient". At that time, Congress Party was in power in seven states. Ministers of education, belonging to all the seven Congress ruled states, in a meeting held on 22-23 October 1937 under the chairmanship of Gandhiji, formulated its basic rules. A committee was formed under Zakir Hussain Khan (former President of India) that formulated its detailed plan and contours. Following were the basic rules of the draft prepared by the seven ministers:

- From the age seven up to fourteen years of age, free education will be guaranteed.
- The mode of education should be mother tongue.
- Education should be provided by making a trade the central point of education. Other subjects should be taught in such a way that they become associated with it.
- Education should be self-financing (This means that whatever students earn through their on the job training for a particular trade, this should be used to fund their education. This should be enough to fund teachers' salaries. After seven years of education, students are able to stand on their own and able to earn their livelihood).

- Should have the essence of nonviolence

Besides the above mentioned rules, the committee also focused on the following aspects as well:

- Education should produce useful citizens, who, instead of becoming a burden on the society, are able to serve it. They should have the understanding of their rights and duties as a citizen of the nation.
- Education should be connected with the daily lives of children. Every new information is presented to them by connecting it with trade they are learning or with the natural and social milieu.
- Education, prior to seven years of age, should be best left to the convenience of their parents, guardians or private schools. Government should open some model schools for very young kinds.
- The standard of education spanning seven years, with the exception of English language, should be of high school standard.
- The responsibility of buying and selling of products produced by students should rest with the state.
- Instead of theoretical education, emphasis should be put on practical education.
- In order to implement this scheme, able teachers should be trained. Educational training of two types should be imparted. While one teacher training course should be formulated for junior classes, the other training should be for senior classes.
- The examination system in vogue should be scrapped and progress charts should be prepared. Test should be conducted through latest evaluation system.
- An education board should be set up by government that keeps on experimenting regarding syllabus, educational methods and useful methods of evaluation.

Instead of the present officials, supervisors with good taste in education, should be appointed. They should be able to guide teachers.

It is called basic scheme as:

- Education of this standard is necessary for every citizen. And everyone, irrespective of religion, area and caste should be equipped with it.
- Education should be connected with a trade and education should revolve around it.
- It takes into account students' interests and their basic needs.

Prescribed syllabus and schedule

The prescribed seven year syllabus is based on the following subjects and activities:

1- Basic trade (spinning, gardening, cardboard making, leather work etc)
2- Mother tongue
3- Mathematics
4- Social science (history, geography, civics)
5- General science (environment, health, hygiene, botany, zoology, chemistry, physics etc)
6- Art (painting, drawing)
7- Music
8- Hindustani language (the language spoken in North India that is known as Hindi when written in Deonagri and Urdu when written in Persian script)

Important aspects of the prescribed syllabus

- English has been completely removed from the syllabus.
- Hindustani or rather Hindi was accepted as the national language and it was made mandatory till 6th class even in those areas where other languages are spoken.
- Till eleven years of age, co-education and same syllabus was prescribed for both girls and boys. Nonetheless, in the last two years, general science was prescribed for boys and home science for girls.

- There was no space for religious education. However, attention was drawn that teachers reflect the common good of all the major religions through their conduct. Instead of teaching religion from book, they should teach it through their conduct and moral values. This will prompt students to follow them automatically.

Time table

The prescribed timetable was as the following:

1-	Basic trade:	3 hours, 20 minutes daily
2-	Mathematics, drawing, music:	40 minutes daily
3-	Mother tongue:	40 minutes daily
4-	Social science and general science:	30 minutes daily
5-	Physical education:	10 minutes daily
6-	Recess or interval:	10 minutes
	Total:	5 hours and 30 minutes daily

Different changes in the Basic Scheme

After passing through different stages, the following changes have taken place in the original Basic Scheme:

- Education of very young kids has been included in this scheme. Now education consists for kids from six years to 14 years of age (8 years). Kids as young as five years of age can be enrolled in class 1. This eight year duration has been divided in two phases.
- From class 1 to class 5 is called junior basic school while from class 6 to class 8 is called senior basic school.
- State funds the whole system of education from its coffers. The adage of being self reliant has been removed.
- From standard 6 onwards, English can be taught too.
- Hindi is no longer mandatory

- In the early classes, training in more than one trade is provided, whereas in senior classes there is provision for expertise in a single trade.

Important features

The proponents of this method of education claim the following benefits of the Basic Scheme:

- Students have maximum opportunity to learn while doing. Therefore, they take keen interest in education. Whatever they learn in the course of education, they are able to live through it. Their knowledge is based on strong foundations and therefore it is solid.
- Instead of theoretical, this scheme prepares practical human beings. They don't feel any shame in doing their work themselves.
- It takes care of issues like unemployment and joblessness.
- It inculcates collective and civic qualities among students and they are prepared to work for collective good of the society.
- Heart, mind, eye and hands are trained simultaneously and in very balanced manner. No aspect is ignored.
- It enables students to add to the national GDP through their family trade.
- Help in the industrial development of the country.
- Education is provided in mother tongue and therefore it is more effective.
- There is no difference in education when it comes to rural or urban areas. When it comes to primary education, the same system of education is in vogue across the nation.
- Students are able to understand the importance of work.
- This education system is based on the child psychology, method of education and national aspirations.

Criticism

While this scheme has been implemented across the country with minor changes and almost every state has accepted and implemented it, it has faced serious criticism from the very beginning. Despite numerous changes that have been introduced in the scheme till now, it has faced censure and disapproval for the following reasons:

- Instead of the child, trade has been given the central status.
- By completely removing religious education from syllabus, the new generation's relation with religion has been completely severed.
- While there is no scope of religious education, effort has been made to superimpose one particular religion over everyone else.
- The aspect of the original scheme that this scheme remains self reliant is impractical. If this aspect is really implemented, it means that the entire time of the students and teachers will be spent on earning their livelihood. Putting so much burden on students is ill-advised.
- The Constitution has made it state responsibility to provide free education to all kids up to the age of 14 years by the state. Therefore, such provisions are meaningless.
- This scheme causes destruction of huge amount of raw material by students.
- Schools take the form of workshops as trade is given far too much importance. The success of schools is assessed based on the success of such workshops, therefore, educational aspects is usually ignored.
- Availability of competent teachers and syllabus becomes an uphill task.
- Individual differences of children and their personalities are ignored and a single syllabus is suggested for each student.

- By giving undue importance to trade and industry, monetary aspects are super-imposed. Civilization, moral values are largely ignored.
- In this age of machinery, giving too much importance to cottage industry can be an impediment towards industrial growth. This may leave us far behind the developed nations.
- Making unity of religions and non-violence as the essence of education is against the freedom of opinion and choice.

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Chapter 34

Miscellaneous Issues

Educational institutions confront numerous issues while undertaking their responsibilities. Here we discuss some important issues:

Attendance

This is a fundamental issue and almost all the educational institutions have to confront this problem. This is even a bigger issue for non-governmental primary schools. The issue is not just related to students alone. Teachers and students, both, make such mistakes and this tends to have far reaching implications on education and discipline. When it comes to late arrival or absence of teachers, it not just impacts education of a large number of kids, but also adversely impacts discipline in classrooms and school. Students become habituated to intra-class fights, hullabaloo and making noises. The discipline from class gives way to disorderliness, unruliness and rowdiness on the part of kids. A lot of time is taken in solving the discipline issues and teachers have to even resort to physical punishment.

While the absence of a student impacts merely a single student, the absence of a teacher or his late arrival to the class impacts an entire classroom consisting of thirty or forty students. Carelessness by teachers and students of schools is very alarming indeed. It seems all the more surprising for a community that has been imposed obligatory five-time prayers daily with fixed timing and whose kids of just seven years of age are asked to offer prayers and who believe the time is guardianship from God.

They should present the best model when it comes to discipline and timing. Without a reasonable excuse, their absence or late arrival is completely illegal. Lapse in this regard indicates towards a fundamental lacuna whose genesis must be found out and taken care of.

The absence of teachers may be caused due to one of the following reasons:

1- Illness or bad health.
2- Some family issues necessitated by emergencies.
3- Taking responsibilities in some family events and ceremonies organized by relatives.
4- Laziness, lethargy, indolence or lack of sense of responsibility.
5- Lack of attention towards responsibilities assigned by school or lack of interest towards discipline.

Whereas the first and second issues are concerned, these are legit issues and such absences are expected in every institution. Nonetheless, there should be a spirit among teachers of schools, where they give precedence to the attendance in school over light illness or emergencies that can be avoided. They should avoid making excuse for absence on flimsy grounds.

When it comes to family events, these are planned well in advance. There are numerous long and short holidays in schools, and such events can be planned during such holidays. This is not a legit reason.

As far as the last two reasons are concerned, these indicate towards some fundamental shortcomings and failings. Such behaviour should never be tolerated. The teachers who are found to suffer from such behaviour, they need disciplining themselves. If they don't make amends and change their behaviour, they should be removed from school for the general good of the institution.

There may be multiple reasons for the absence of students from class:

Illness: Young kids fall ill very easily and remain absent from class on many occasions. This badly impacts their education.

Family business: Illness of family members, arrival of guests and supporting parents in their shops and other businesses. Girls have to look after home in the first and second instance.

- Lack of interest in education by parents.
- Long distance from school and opportunities of interesting scenes on the way.
- Bad weather and rain etc.
- Inability to complete homework.
- Celebrations and events in the family and neighbourhood.
- Bad behaviour of teachers and fellow students.

Ways to ensure attendance

- Students, teachers and the guardians of children should be made aware of the importance of attendance, discipline and keeping the time. In case of violation and breach, timely disciplinary action should be taken.
- Organizers of school should set standard when it comes to attendance, discipline and keeping the time.
- Alarm bell should be struck on time. This will ensure that students are aware of time and know the period. Teachers should be bound to reach the class before the bell is actually struck.
- There should be separate registers for both students and teachers. Teachers must jot down their attendance in their registers along with the time of their arrival.
- Before the class attendance, there should be provision of general attendance and presence of teachers and students should be compulsory in it. Students should be required to stand in queues according to their class and heights. There is no need to take attendance from register. A cursory look by class teacher should be

sufficient. This is a very effective way of reforming those who arrive late merely due to lethargy and laziness. Due to this system, everyone feels the collective pressure and feels ashamed without even being reprimanded.

- Students should be required to take permission of leave through written application. In case of absence without written permission, strict action should be taken.
- There may be some provision of reward for those students who have the highest attendance in a calendar year. Similarly, such rewards can be announced for classes where attendance is generally very high. There may be provision of reprimand, warnings, penalty and even ban from appearing in examination if the attendance is lower than prescribed.
- Regular health checkup should be conducted and parents' attention should be drawn to students' health.

Absconders and run away kids

Some students start running away from education. This is a massive loss and deprivation. There may be the following reasons behind it:

- Undue harshness of teachers. If teacher is affable, loving and genial and respects students and their personalities despite all their shortcomings, students can face all the hardships without uttering a single word. Nonetheless, bad behaviour from teachers may force them to become hopeless about their future.
- Open criticism of school and teachers.
- Uninteresting and boring atmosphere of school, where students don't have many opportunities of sports, constructive activities and educational tours.
- Bad behaviour of fellow students, undue beatings, fights, leg pulling and belittling, irrespective of the fact that this is due to physical or moral shortcomings or due to poverty and lack of resources of parents.

- Presence of friends in the neighbourhood, who are always busy in chattering, travelling or picnicking.
- Losing the reputation in the class due to illness or long absence due to any other reason.
- Inability to fit properly in the class due to either physical or mental debility.
- Disinterest on the part of parents for their kids' education.
- Inability of teachers to keep very intelligent kids engaged in the class as per their higher level of intelligence.
- Inability to complete homework or revise the lesson due to lack of attention or being busy in looking after the house.

In all the above issues, effort should be made to find out the most appropriate reason and remedy for it. God forbid, if a student starts running away from class due to teacher or school's shortcomings, it will be a huge loss for the entire community.

Laggardness

Without exception, in every class, there are some students who are unable to keep pace with the rest of the students. They are called laggards. While almost every student may be weak in one or the other subject, but this is nothing to be alarmed about. This is taken care of with some attention on the part of guardians and teachers or on its own except if student becomes hopeless due to taunts from fellow students or open reprimands by parents. Every effort should be made to save students from such hopelessness. Nonetheless, there are some students who are not as intelligent or even dull and their minds don't work as sharply as other students in studies. There are some students who, despite being intelligent, are left behind in some subjects due to one reason or the other.

The laggard or dull students may be due to lack of intelligence and sharpness of mind. They should be taken forward in the class at their own pace. They should be given concession in syllabus, method of education and schedule. Nonetheless, those students who, despite being intelligent, are left behind in one or the other subjects, effort should be made to find out the reasons behind their weakness in those subjects. Corrective measures should be taken based on this analysis.

Reasons for being laggard

There may be one of the following reasons for being laggards:

- Lack of regular attendance, absence from class, late arrival in the class or bunking of classes.
- Harsh treatment by teachers, flawed method of teaching or the child becoming hopeless due to lack of educational equipments.
- Having unrealistic hopes from children without taking into account their age, mental abilities or putting excessive burden on them. This may also be due to making too much haste in teaching a particular subject or enrolling the kid in higher class to save time.
- Flawed promotion policy.
- Transfer or regular change of school and inability of student in studying in a single school for a considerably long time due to one reason or the other.
- Lack of synergy between home and school.
- Uninteresting and boring atmosphere of school.
- Adverse or inhospitable atmosphere at home due to regular fights between parents, illness, illiteracy, problems, poverty, their inability to concentrate on their children's education due to total absence or lack of resources. Bad behaviour of parents may also be a reason.

- Due to bad company, the abilities of students get diverted to other activities than education.
- Defective hearing or eyesight.

Remedial measures

Laggardness is such a bad disease that, if not treated on time, tends to destroy the future of a child. Very often, due to lack of interest of parents and teachers, even very intelligent students too suffer from this problem. A close watch should be kept on students and remedial measures should be taken as soon as some signs are visible. If the environment of home or school is not conducive to development and growth of the child, every effort should be made to make it conducive and favourable. If the child is suffering from defective hearing or eyesight problems, he should be taken to a doctor and treated for illness. Whatever the reason, every effort should be made to remove it. If corrective measures are taken timely, there is hope that things will improve. Nevertheless, if the illness becomes chronic, the following measures should be taken:

- A group of laggard students should be formed and there should be provision to take them forward at their own pace. If it is possible, a special class should be formed especially for them. In otherwise case, more attention should be given to them and they should be taken along by giving them individual attention.
- They should be given more opportunities for revision and exercise and remedial classes should be arranged for them after school time.
- They should be given easy questions to solve. The success in solving easy questions will encourage them to work hard and they will start giving more attention to their lessons.
- More and more educational equipments, maps, models and charts should be used to explain lessons. They

should be given more opportunities for learning by doing.

- Some students show higher level of dexterity in extracurricular activities including art, craft, painting, drawing etc. By promoting them in such faculties, the confidence level among them should be boosted. This will help them overcome inferiority level and slowly they will defeat the fear of certain subjects. In many cases, it is advisable to assign such kids to other teachers who may be more affable in dealing such children.
- Importance of everything that is taught to them should be explained.

Whatever be the reason, laggard students deserve more attention from teachers and schools. Every effort should be made to save them from hopelessness, despair and desperation.

Fatigue

After long hours of study or being involved in mental or physical exercise, the human body tends to suffer weariness and tiredness. This leads the human body and mind to feel the pressure and refuse to work further. This is tiredness. It is a sort of warning indicating towards the fact that no further work should be done without taking rest. Otherwise, the body may have to suffer adverse consequences.

Reasons of tiredness

When the body works, it consumes energy. This energy is derived from burning of calories. The human body carries out its main functions by consuming food and turning it into usable energy. Immediate energy is supplied to the body in the form of adenosine triphosphate (ATP). Since ATP is the primary source of energy for every body function, other stored energy is used to replenish ATP. The

amount of daily energy each body requires depends on an individuals' daily energy consumption and metabolic energy requirements which can be estimated by body weight and activity level.

When we work for long hours then:

- Calories burn rather very fast.
- The quantum of oxygen found in the blood goes down and the body doesn't get required amount of oxygen to reproduce energy.
- The burnt down components spread across the body after mixing in the blood. This tends to impact the mind as well.

Therefore, it is apparent that till the problem is not taken care of, working any longer will be detrimental for the body. This doesn't mean that people should stop working fearing fatigue and weariness. The feeling of tiredness and fatigue is very important. When the kids work hard, they feel hungry, food is digested well, get sound sleep and the body becomes all the more powerful.

Forms of tiredness

Tiredness can be classified 1) mental, 2) physical

The mental work tires the mind and cause mental weariness, while the physical work, exercise and sports tire the human body. When the sort of tiredness reaches its extreme level, it may induce other type of tiredness as well. When the body is extremely tired, the brain stops working properly.

Even mental tiredness can be further classified in two forms, 1) real tiredness, 2) artificial tiredness or boredom.

Signs of tiredness

When the following signs start appearing, it is time to realize that kids are tired and efforts should be made to take care of it.

Physical signs

- Lack of alertness in the body.
- Signs of tiredness on face.
- Body, joint pain, yawning or dozing off.
- Involuntary or unintentional actions by kids.
- Bowing of spine, inability to concentrate on something or the other and struggle to stand upright.

Mental signs

- Lack of concentration.
- Weakness of memory.
- Making repeated mistake in solving a problem or answering a simple question.
- Inability to understand despite being told, lack of comprehension or grasp.
- Feeling higher level of irritation or getting startled repeatedly.

Atmosphere conducive to early fatigue

Performance of a child is usually influenced by the local setting in which a particular task is being done. If the weather is pleasant, atmosphere conducive, work interesting and mind ready to work, the task is done with utmost care and interest and no one feels tired for a considerably long time. On the contrary, in the following settings the kids get tired easily and instead of showing interest, they feel bored, sickened and jaded:

- Extreme weather, be it too hot, too cold, extreme humidity or fog.
- Dim light or lack of fresh air.
- High decibel level or repeated rebuke and reprimand.
- Bad health, deficient food, unfitting or inappropriate clothes, tiresome sitting arrangements etc.
- Bad intention.
- Inability to fulfill natural instincts.

- Beginning the lesson when students are still not prepared for it or the lesson being incomprehensible or unfathomable.
- Repeatedly doing the same sort of things or being forced to work in the same posture for a very long time. This makes the body feel tired very fast.

Performance of the child will improve in proportion to the efforts made regarding removal of the above mentioned causes.

Remedial measures

If the students are really tired, they should be allowed some recess and be served food that also contains some sweet dish. This will ensure that children refresh pretty fast and are able to take up the task with even greater vigour. Nonetheless, if the fatigue is serious, taking short break from work may not be able to prepare them for their next task. On the contrary, they need longer rest besides complete rest and sound sleep as it will allow the body to replenish the lost level of energy. While drinking tea or coffee may give instant energy, but this is for a very short time. This is not the real remedy or treatment of tiredness. Repeatedly consuming coffee or tea and working for a long time on their strength is not just harmful for kids but also for grown up people. Instead of these things, students should be served grams that have been kept in water for several hours, gur (jiggery) or if the finances allow milk, curd, fruits etc. Such foods will ensure the weariness and tiredness disappears as soon as possible.

Nonetheless, if the tiredness or fatigue is minor in nature and students give pretence of weariness due to lack of interest or boredom, then the following measures should be adopted:

- Make the lesson interesting, understandable and attractive using every measure possible.

- Students should be taught in an atmosphere of joy, pleasure and self preparedness.
- Mode of the work should be changed to make things interesting for children. This means involving them in mental activities followed by physical, verbal followed by practical and writing followed by reading.
- Different methods should be used to accustom students to work for longer hours without any break. Their attention gets diverted very easily and therefore they cannot concentrate on something for a long time. Nonetheless, when they are habituated to work hard, they don't feel tired despite working for hours without break or recess.

Adjusting the fatigue factor in schedule (Timetable)

While preparing a detailed schedule, following aspects regarding fatigue or tiredness should be kept in mind:

- Young kids tend to get tired faster than their older peers. They also tend to feel bored or disinterested after short bursts of activities. Therefore, primary classes shouldn't last more than thirty minutes in summers and thirty-five minutes in winters.
- Schools should be morning in summers and the whole task of teaching and instructions should end by noon. Nonetheless, during winters, teaching should be continued from 10 in the morning to 4 in the afternoon.
- Students are rather very fresh in the early hours of the class, therefore tougher subjects including mathematics and languages should be taught in the early classes. While students are not tired in the first period, nonetheless, kids' attention continues to get diverted, therefore middle hours are more advisable for such tough subjects. After the recess, students feel reenergized and therefore in the second half, less difficult subjects like social sciences and general sciences should be taught. In the last period, very easy

subjects like Islamic Studies should be taught. Other activity based subjects like art, craft and dictation etc. can also be taught in the last period.

- Classes should be ordered in such a way that every few periods, the type of work changes and students are not forced to study the same subjects repeatedly without change. This means, involving them in mental activities followed by physical, verbal followed by practical and writing followed by reading. This will ensure that they don't get tired very fast.
- Recess tends to reduce weariness. Therefore, when one third teaching is over, students should be given ten minutes' rest and after completion of two third of the teaching, they should be given longer recess. If younger kids can be given a few minute off after every hour of work, it will be all the more appropriate. Short bursts of activities, games and even sprinting can do wonders for children.
- Fatigue and lack of concentration is not just a daily feature, it can also have a weekly, monthly or even a yearly cycle as well. When students arrive at school after weekly day off, they may be fresh after the weekly holiday, nonetheless, they may not be very well-prepared for serious teaching due to the hobbies that had kept them busy the previous day. Therefore, studies on the first day of the week should be very light and interesting. The level of attention goes up in middle of the week and there is not much fatigue too. On the last days of the week, the attention starts wearing down and the level of concentration also diminishes. This day should also be reserved for light work as students fail to make much headway in tougher tasks. This day should be reserved for interesting works including revision, student assemblies, picnic, educational tour, social work or even a cleanliness drive.

- The same is the story at the beginning of every academic year. During long summer holidays, students don't have any burden of studies. When they arrive at the beginning of the academic session, they are full of vigour and energy, but not well prepared for serious studies. Therefore, they should be given light tasks in the beginning or should be tasked to revise important aspects of every subject. When they are ready, the grind of education should allow to take its course and after making them work hard for a few months, they should be asked to write their half-yearly exams. Even during this period, they should be given short holidays or should be taken to picnics and educational tours. When the half-yearly exams are over, they should be allowed a fortnight long break. Similarly, when the second term is over, they should be given a longer holiday. Some schools tend to be very miserly when it comes to holidays, while others tend to be very generous. Extremes of both are wrong. Vacations and holidays are extremely important due to multiple reasons, nonetheless there should be a semblance of balance in it.

Timetable

Usefulness

When it comes to education and nurturing of kids, a lot depends on right timetable. It is due to the following reasons:

- The task of education and training is enormous and therefore it needs to be done with great discipline. Right timetable plays a major role in it.
- Time is not lost and a lot of work can be done in a limited time.
- Every important subject and activity gets sufficient time and nothing is neglected.

- The work is divided based on qualifications and abilities of teachers. Their skills must be exploited as much as possible.
- Work is done in a balanced manner as it brings to an end the teachers' taste and inclinations. If the whole thing is left to their choice, teachers will focus on those subjects that interest them the most and a lot of other subjects will be neglected.
- It helps inculcate the importance of time and the value of working in an organized and disciplined manner.
- Students are kept busy and thus discipline is maintained. Due to continuous work load, students don't have much time for mischief and therefore there is no need of corporal punishment.
- Students and teachers have fair idea as to what is to be done in a particular period and thus they are prepared for it.
- Principal and the management are well-aware as to where students and teachers are during a particular period.

Important aspects

Every educational institution is run through a timetable and schedule. Nonetheless, these timetables are rarely well-thought out and in many cases these are not followed optimally due to the following reasons:

- There are very few schools where teachers are appointed in required strength. They are also not very qualified either.
- Many schools continue to suffer from transfers of teachers, resignations, expulsions, long leaves and new appointments throughout the year.
- While preparing the timetable, many important aspects are overlooked due to oversight or lack of knowledge.

The above mentioned issues should be brought to the minimum and the following aspects should be kept in mind

to make education and timetable efficient. It will help make education considerably more impressive.

- First of all, a list of subjects and activities is prepared and then they should be categorized keeping in mind their importance, usefulness, their being easy or difficult. For example, Islamic studies is very important and fundamental subject. All the subjects will have to have its soul in some way or the other. This subject is very vast in itself as it includes recitation of Quran, memorizing some portions of the Holy Quran, jurisprudence and belief, the life of Prophet (PBUH), Islamic history and important information about character building. This subject must be given utmost importance. The mother tongue comes next followed by mathematics. If student is able to have complete control of these subjects in primary classes, it becomes very easy to excel in other subjects. Therefore, mathematics and mother tongue should be given primary importance as far as timetable and schedule are concerned.
- Number of teachers, their qualifications, skills, experience and their focus subjects should be taken into account while assigning different subjects. While assigning them to different classes, the aspect that should always be in the mind of school management is how best they can benefit the students. They should be consulted in the process to make them become fully involved in the task of teaching. When it comes to teaching assignments, tasks should be divided in primary classes based on classes and later on the basis of subjects. The first few classes should be assigned to those teachers who have good experience of handling young kids and who have natural affinity with young children. The teachers of primary classes should have required qualification to teach most of the subject in a particular class. This is not a herculean task and every teacher, with some effort, can achieve it. Classes shouldn't be too big, otherwise paying individual attention to each student will become impossible. There shouldn't be more than 25 to 30 students in every class. Teachers should be at

least as many as the classrooms. This will ensure that every teacher will have to generally teach in only one class at a time. If a teacher, in an emergency is assigned two classes at a time, only those classes should be combined where there is least gap in students' age and mental aptitude. This will ensure that teacher doesn't find it impossible to handle them simultaneously. Nonetheless, it is not advisable to combine teaching of the first two classes with any other class as very young kids need constant attention and work.

- **Keeping in mind fatigue and concentration level:** In the morning, while students don't feel tired, their concentration level is generally very low, therefore teaching serious subjects will not be very productive. It is advisable that in the first half, at least thirty minutes are spent on the following tasks:

At first, the preparatory bell is rung to make all the children conscious and get prepared for the class. After five minutes, the bell is rung once more and students and teachers come out for the assembly. Students stand in queues according to their classes and height. All the teachers should also be present in the assembly. Light drill should be conducted for ten minutes. It should be followed by teachers having a look at students of these classes whether they are wearing proper school uniforms or not and check their cleanliness. Afterwards, some *hamd* or religious poem should be recited collectively. Later, students are taken to their classes in disciplined manner and teachers start teaching after ensuring their attendance. This way, all the above mentioned important tasks will be completed and the problem of attention will also be solved.

Very young students' attention continues to divert very fast. They also get tired soon. Therefore, their period shouldn't be longer than thirty minutes in summers and thirty-five minutes in winters. Students are rather very fresh in the first three periods and thus students should be taught important subjects including Islamic studies, Urdu and mathematics. Later students should be given opportunity to

refresh. After two more classes, students should be given a longer recess to allow students eat and drink something and offer Zuhr prayers. Later they should study further.

Change: Monotony creates boredom and students start feeling fatigue pretty fast. Therefore, there should be a provision of change of task both for students and teachers. A teacher shouldn't teach for more than two or three periods in a single stretch in a class or the same subject is taught for longer than two periods. Activities of similar nature should also be avoided. There should be provision of reading with writing, practical with verbal and difficult with easy and simple work. Students should be allowed to change their postures and place in the class. Sitting in the same posture for a long time causes joint pain and weariness and thus change of place and posture will help ease both fatigue and pain. If there are different rooms only for art, craft and recitation of Qur'an, this is all the better as students will have to move to those rooms, thus refreshing them. Similarly, taking students to open fields for teaching of nature, drill and other practical tasks will excite kids.

• **Teachers' free periods**: Every effort should be made to keep at least one period of a teacher free. This will have many of the following benefits:

(1)-In the case of absence of any other teacher, the teacher with free period will be able to fill the gap and will teach students. This way, students' precious time will not be lost and they will also be saved from indiscipline.

(2)-Teachers will be able to properly check written work of students and will have time to prepare different types of essential records. If there is a shortage of teachers in the schools, two classes can be clubbed together for art, craft and other practical works. Management can even decide to send students of class 1 and 2 in the last period and assign some periods to the principal, to give a free period to teachers.

- **Keeping in mind the noises and disturbances**: It is advisable to have separate rooms for different classes so there is no fear of distraction. Nonetheless, if it is unavoidable, then effort should be made to ensure that those subjects that demand teachers to teach loudly are not taught in the same period. This includes Quran recitation, elocution, reading Urdu, history and geography etc. In the otherwise case, there will not be just too much noise but also cause distraction of students' attention.

- **Revision and scrutiny**: The last day of the week should be reserved for revision as the boredom and fatigue reaches its zenith and the mind is not ready for new lesson. Scrutiny and checking should be reserved for the first day of the week. This way students will be able to prepare themselves for the test.

- The timetable and schedule should be prepared in such a way that students and teachers are able to remember them rather very easily. They shouldn't be forced to check the schedule daily due to confusion. The subject that is being taught in the first period of the week, should be taught the whole week in the same period. If a subject is taught only two or three days a week, like geography and science, there should be some gap in their classes. Otherwise, the gap will become too long and students will forget what they studied earlier. Such subjects should be taught after gap of one or two days, to keep the interest of students alive.

- An institution has its own schedule and students and teachers need to bring their schedule under it. Nonetheless, every effort should be made to keep it as much convenient as possible for concerned people. This way people will find it easy to follow the timetable and they have enough time for prayers, food, siesta and other extracurricular activities. Similarly, Quran should be ideally taught in the first period or in a period immediately after long recess to habituate kids to recite Qur'an with wuzu.

• **Students' convention, picnic, educational tour etc**: The last day of the week is also ideal for all these activities. For students' convention, five minutes should be reduced from every period and by skipping the last period, there should be around 90 minutes for students' weekly or monthly conventions. Students should participate in such programmes by the way of elocution, extempore speeches, stories and jokes etc. similarly, this is also the most suitable day for taking students to picnics and on educational tours as students will have a day's time to take rest.

• **Should be prepared keeping in mind school's own background**: Complete copying of other institution's timetable may not be beneficial for any other school, notwithstanding the high status of school. Every school needs to prepare its own timetable, keeping in mind its own particular situation, needs, teachers' strength, their qualifications and the space in school building.

There should be three timetables:

1-Short timetable of the entire school: One of its copies should be with school principal and the other on the school notice-board. The timetable should be so clear that even a cursory look should be enough to discern as to which teacher is in which class, what subject he is teaching and who is the class-teacher of a particular class.

2-Detailed timetable of each class: Every class teacher should copy the short timetable from the main notice board and paste it in his class. Students should be asked to copy it in their diaries. It should also contain the schedule to check revision, home work and programme for extracurricular activities.

3-Teacher-wise schedule: It should show as to which teacher teaches which subject in a class. It should also mention his free period. This should also be kept in the office of the principal. Every teacher should jot down details concerning him in his own diary.

Register and other records:

Every established institution needs to maintain numerous files and registers. These files and registers contain different information related to the school. It is of paramount for multiple reasons.

Need and importance

- These give an insight into school's development and progress.
- Contain detailed information about students and teachers.
- Give a rough idea about school's needs.
- Give information about school's income and expenditure.
- School administration, guardians and parents get an idea about students and their wards' development, progress and attendance.
- Give an insight into administration's impressions, directives and orders.
- Help in chalking out future development plans and assessing its present performance.
- Assist in balanced education of students, their promotion to next class and formation of different classes.

Important aspects

Following aspects should be kept in mind regarding maintenance of files and registers:

- Efforts should be made to minimize the official works.
- Only those records should be kept that are extremely important. Using efforts and resources on those things that are not essential is rather futile. Some schools force their teachers to uselessly spend time on maintaining such records. It has no value except for exhibition purpose. If this time is spent in taking care

of weaker students in different classes, it will have major improvement in results.

- Records should be kept with utmost care. The authenticity of information should be maintained at all the cost. Efforts should be made to keep complete details that are required.
- The record keeping work of teachers shouldn't impact their teaching assignments. It is all the better if they are given one or two free periods to take care of such tasks. In case of maintaining monthly files, the last day of every month can be dedicated to this task alone.
- Separate registers and files should be maintained for different things. This will ensure easy retrieval of information when the need arises.
- Details should be maintained in files on timely basis to ensure that details are up to date. Delay in recordkeeping will destroy the very purpose of the whole exercise.

Every school should maintain the following registers:

1-Admission and exit registration

This is an extremely important registration. This contains detailed information about every student admitted in a school. The information should include, admission number, name of the student, date of birth, parents names with complete address, name of the guardian with full address (if not father), religion, source of income of parents / guardians and class in which student has been admitted. It should also include date on which the kid has been promoted to the next class, character of the student and date of leaving of school with reasons.

All the details in this register should be included on timely basis and with complete accuracy.

2-Attendance register of students

This is another important register. If the number of students in a school is very small then only one register may be needed, in otherwise case every class should have separate attendance register. The responsibility of maintaining this register rests with the class-teacher. Attendance should be taken on timely and regular basis. Students should be questioned and reprimanded over late arrival. They should be forced to send an application for leave that has been authorized by their parents and guardians. Some schools tend to maintain fee details in the same register. These details should be maintained with utmost care and all the money that comes from student in the form of fee should be deposited with the clerk responsible for fee collection. At the end of the month, details about students' monthly attendance and fee details should be submitted before the principal and his countersign should be taken. Even after daily attendance, the number of total students present should be written clearly and class-teacher should sign on it.

3-Register for teachers' attendance

This is yet another important register that needs to be maintained with utmost care. If the number of teachers is low, even a copy can be kept instead of register to maintain details about teachers' attendance. This register should invariably be kept in staffroom. Teachers should be bound to reach there at least five minutes before the beginning of the class and sign in front of their names. They should mention the time too. The register should have complete details about the holidays and the leaves taken by teachers, besides the sort of the leaves that have been exhausted by them. Teachers should be required to take leave only through written applications that must be sanctioned by principal or other responsible official in his absence, except in case of emergencies. The right to take leave shouldn't be taken as granted. On the contrary, this should be taken as

something that can be availed only in cases of emergencies and must be avoided at any cost if there is some room for it. At the end of the month, details about the leaves and sorts of leave should be clearly mentioned. Details about leaves from the beginning of the ongoing academic session should also be mentioned along with cause of leave like emergency leave and sick leave etc. Both approved and rejected applications should be retained.

4-Ledger:

Every school must maintain a ledger. This register should include the names of all the workers of the institutions, their grades, salaries, allowances and deductions on different accounts. At the time of salary disbursal, signature of each staff should be taken on the register along with the total amount paid. If the number of employees is small, even a copy can be substituted for this register.

5-Cashbook:

Every transaction in the form of payment received and money disbursed should be maintained in the said register. Fee, donations and endowments should be mentioned as income and salaries, scholarships, receipts of commodities purchased as expenditure should be clearly mentioned. Every shopping of essentials should be done through receipts and all these receipts and vouchers should be preserved. Financial dealings should be clear and transparent to have no space of confusion in this regard. Earnings should be deposited with the clerk and principal or others shouldn't keep any of them with themselves.

6-Stock register:

Another important register that should be maintained by institutions is stock register. Everything of significance whenever bought for the institution should be mentioned in

the stock register. This may include tables, chairs, cupboards, cabinets, blackboards, smartboards, sports gear etc. Number of these items along with their prices and date of purchase should also be mentioned. Care of all the movable and immovable properties of the institution should be maintained. Every loss of items of significance should be taken note of and authorities should be kept abreast about them.

7-Inspection register:

Every institution should maintain an inspection register too. The inspection register should include views, suggestions and instructions of backers of the institution, visitors, supporters and dignitaries etc.

8-Register library:

Schools should also maintain a library register as well. This should contain all the details including number, name of the book, author, date on which each book was bought and its price too. If the library is relatively big, the register should contain comprehensive information including the genre of the book and the books should be listed topic wise. For example, books on *tafseer*, jurisprudence (*fiqh*), Islamic history, literature, mathematics, history, geography etc should be listed under these heads. It will make the retrieval of the books rather easy. In the case of even bigger libraries, comprehensive cataloguing is required.

9-Instruction book:

Every institution should also maintain a register that contains guidelines, orders and information from principal or management of the institution. Signature of relevant authorities should be taken at the time of the order or before issuing any new guidelines. If the notice is related to students, concerned teacher should inform students and mention the class under him.

10-Correspondence register:

Another register should contain all the correspondence involving the school. It should contain the date on which a letter was sent or received, name of the addressee or addressed besides a short content of the letter. This will allow the school authorities to keep track of all correspondence and anyone can be referred to it when the need arises.

Other than the above mentioned registers, there should be a personal file on each worker employed by the school. This file should contain information, relevant papers and other details about the worker. This may include appointment letter, rules and regulations, academic qualifications, grade, performance report, promotion and other details etc.

Besides, every teacher should maintain a diary that should contain important information and details. These should be timely checked by the principal. The diary should include short syllabus of the subjects being taught by the teacher, teaching plan of the entire year and short notes about the method of teaching.

Extracurricular activities

Parents, guardians and teachers have dreams of the kids being very bright in their education and work hard towards accomplishing this goal. There is no denying that they are justified in their wish. Nonetheless, merely bookish knowledge cannot turn a child into a successful human being nor can achieve the all-round developmental goals that education aspires to bring. Therefore, many activities outside the realm of education are needed to embellish the personalities of children and expose their latent talents before the world. Such activities are broadly described as extracurricular activities. Their importance is in no way less than that of education and therefore schools

and educational institutions put substantial emphasis on such activities.

Activities and pursuits

If schools allow their students to participate in the following activities and pursuits, this will have far reaching implications on their personalities and overall development in future:

- **Students' get-together**: There should be provision of weekly students' get-together every Thursday. Time of the classes should be slightly reduced and thus time is taken out for weekly get-together. At least three get-togethers should be organized under the class-teachers' supervision every month. The fourth should be left to assign managerial and administrative training to students through managing affairs of classroom including its cleanliness, decoration, management and planning for development. The individual responsibilities should be distributed among students. Students should try to deliver extempore speeches, recount stories and sing songs etc. It should be compulsory for every student to deliver something or the other at least once every month. The last programme of the month should be for the entire school. Attendance in this important convention should be compulsory for all the students and student representatives from all classes should participate in the monthly programme. Every arrangement in this monthly programme should be made by students themselves under the guidance of teachers. Programme organizers should be students themselves and the entire programme should be run by students under leadership of their president and secretary.
- By allowing them to take practical part in school conventions, parents-teachers meetings, prize distribution ceremonies and educational week programmes etc.

- Formation of students unions at different levels that should have the following responsibilities under the close watch of teachers:
    1- Looking after general hygiene and cleanliness, sports, physical training and arrangements for different competitions.
    2- Picnic, educational tours, school magazine, library, support for weaker students, students canteen and collective arrangement of food.
    3- Collection and arrangement of rare and precious items for school exhibition, museum and taking care of fellow students who have fallen ill.
    4- Helping fellow students to learn etiquette, follow different rules and regulations of the institution, saving them from ragging and helping them offer prayers on time.

Importance

Such activities are of immense importance: Such activities:

- Will help in synergic development of students' personalities.
- Will have opportunity to live by what they have learnt and studied in their course books. They will be practical human beings rather than becoming bookworms.
- Such activities will inculcate sense of responsibility, conscientiousness, trustworthiness, punctuality, cooperation, teamwork and other collective traits.
- Will help in making use of the free time in useful manner.
- Will help in reducing the gulf that has been created between the home, school and the society. It will further help in progress and development of students natural and latent talents.

- Students of every nature and trait will start taking interest in the balanced life of the school and will stop running away from it.

Nonetheless, these benefits will accrue only when:

- Student of every talent, aptitude and ability is able to actively participate as per his own capacity. No one should be left behind and ignored. Even laggards and shy students should be encouraged to take part in all such activities.
- Every programme should be worthwhile, meaningful and useful and should be in synergy with the founding principles of the institution. This should be invariably related to one or the other aspect of the child's nurturing and development.
- Students' interest, attractions and aspirations should be kept in mind while planning such activities. This will ensure that students are able to participate in extracurricular activities with vigour and concentration.
- They should be provided maximum possible freedom. Force, oppression, coercion and undue interference should be avoided at all cost.
- Maximum possible programmes and activities should be planned keeping in mind school's size, resources and teachers abilities and qualifications. This will allow students to participate in such activities as per their interest and orientation.
- Programmes should be planned in such a way that every child is able to participate in more than one activity.
- There are always some students who dominate in such programmes to such an extent that others don't find avenues to make much progress. Even these kids tend to lose a lot of time in such activities, to the extent of harming their studies and their academic performance. This shouldn't be allowed to happen.

- Every effort should be made that academic and extracurricular activities should complement each other and there should be a certain balance between the two. One sort of activities shouldn't impact the other.
- Very expensive activities shouldn't be planned and must be avoided at any cost. Parents of students shouldn't be forced to uselessly spend huge sums on such activities.
- There should be provision for guidance and supervision to ensure that kids' energies are not directed to wrong and immoral paths. High moral values should be inculcated among children and save them from immoral and wicked activities.

Kids' education and coordination of home and school

Schools are well organized institutions established to educate and nurture children. There is a big team of well-qualified teachers who are trained to impart education to students of all age groups. These institutions also supplement as centres of social reforms in rural areas. Therefore, there are invariably high hopes from these institutions. Usually, parents become careless about their wards' education after admitting them to schools. They tend to believe that after admission, the school is responsible for their education and that school will perform the duty from now onwards. Even teachers tend to absolve parents from all their responsibilities and don't try to seek their support due to either their ignorance or lack of interest on the part of parents. Therefore, the massive burden of education, training and nurturing tend to fall on schools. There is no denying that schools are not equipped with enough resources to bear this massive burden all alone. In such circumstances, they fail to realize the high hopes. Consequently, in order to fulfill their responsibilities, teachers try their best to seek parents' support, more importantly the support of students' mothers.

In order to seek parents' support, it is of paramount importance that:

- Teachers are jovial and good humoured. They take out time to contact parents and guardians of students, meet them with joy and give them due respect.
- Listen to their grievances, complaints and criticisms without feeling offended.
- Take keen interest in their wards' education, nurturing and overall good.
- Keep them informed about their wards' progress.
- Continue to remind parents and guardians about their wards' responsibilities in very good words.
- Invite them to school's numerous functions, meetings and events and also keep their interests in mind while arranging the programmes.
- Organize regular parents and teachers meets too.

Guardians' meet

Guardians' meeting should be held at least twice every year. One should be scheduled at the beginning of the academic year and the other towards the middle of academic sessions that may coincide with academic week.

The first meet should necessarily include the following:

1- Parents should be told in brief about the founding principles of the institution and its policy and programme in beautiful manner.
2- Their active support should be sought for education and development of their wards.
3- Subsequently, their attention should be drawn to the following methods of support:
    a) Following school's rules and regulations.
    b) Ensuring regular attendance of children, revision and ensuring that child completes homework on timely and regular basis.

c) Forcing students to follow the regulations prescribed by school for their overall development.

d) Doing everything to save kids from bad company.

e) Helping them benefitting from extracurricular activities.

f) Encouraging them to offer prayers regularly, adopting good habits and helping parents in the household chores.

g) Never criticize or belittle the institution where the kid is studying in front of him.

h) Extending helping hand for the development and growth of the school besides offering good advices.

4- Towards the end, school should seek parents' and guardians' advises and then give them serious thought.

In the other session, different programmes by children should be presented. This should include extensive performances by children of all age groups and classes. Later, the management of the institution should contemplate the coordination and support that both school and guardians have extended to each other. Attention should be drawn to important aspects.

Importance and usefulness of such meetings

If this is organized well, we can expect the following benefits from it:

- School will get maximum support from parents and guardians of students.
- They will start taking interest in school's promotion and will understand its policy and programmes.
- There will be a sort of synergy in school and home atmosphere.
- It will help not just in reforming kids, but also their homes and other family members.

- School will be able to perform its duty in much better way.
- The network of supporters will grow further that may help in promotion and development of the school.
- It will remove many misgivings in the minds of parents and they will start realizing their duties regarding kids and their education.
- Every effort should be done to extricate at least the above-mentioned goals from the parents-teachers meetings.

Educational week or annual convention

Every school should organize an educational week or annual convention every year. It brings forth many benefits for the institution, kids and guardians.

- More people will be introduced through such programmes and they will have the opportunity to understand its utility and importance.
- It will provide an opportunity to school management to increase its sphere of influence. It may open up new avenues of getting support and even monetary assistance from people.
- Students will get more practical training and their interest in the school will further grow.
- It may make people realize the importance of children's balanced education and training and may even help in creating religious awareness among laymen.
- It will also provide an opportunity to reform the local population.

Programme

Such meets can have the following themes:

- Lectures on fundamentals of religion and the importance of religious education should be delivered

by well-known and respected figures. The lectures should be short, lucid, logical, thought provoking and impressive. Not more than two speeches should be scheduled in a session.

- Educational exhibition must be an important and integral part of the celebration. It should include the products made and designed by students and teachers of the school. This may include educational charts, charts containing religious information, special subject related charts, drafts containing details about different subjects, models of different things. All these should be beautifully decorated and prominently kept. There should be student volunteers to explain everything to the august gathering and guests. The exhibition should be held in a very secure place. The arrangement should be made in such a way that entry and exit should be from different gates and things should be kept at such a distance that the onlookers are unable to touch them. If good electricity arrangements can be made, the exhibition should be held at night.
- Sports competitions are an important point of educational week. Football, volleyball, long and high jumps, different sorts of sprinting competitions should be held. For very young kids, spoon race, handkerchief race and three feet race should also be conducted.
- Conducting extempore speeches, essay writing and calligraphy etc competitions.
- Organizing mock *mushaira*, cultural programmes where students present some selected works of top poets.

Public speeches by students: In such programmes, students of the schools present speeches, stories, poems in different languages before the general public.

Prize distribution ceremony: A prize distribution ceremony should be organized and students are awarded trophies and other prizes for winning different competitions, toppers in annual examinations, creation of

top models for exhibition etc. The prizes should include good books, certificates, shields and educational toys. The prizes need not necessarily be very expensive.

Important aspects

In order to make the convention useful, it is essential to keep the following aspects in mind:

- The convention should be held when the weather is good and major programmes are organized when people are usually free and can attend rather easily. For example, the exhibitions, public speeches, cultural programmes and mock mushaira should be held late in the evening. On the other hand, competitions of different sorts should be organized during the day. Weather permitting, it is all the more appropriate to hold such big programmes after half yearly or annual examinations. It doesn't impact the education and students get enough opportunities for preparation.
- The bigger programmes should be well-advertised.
- The school should be kept aloof from local politics to enable everyone to attend such useful programmes.
- One aspect that should always be kept in mind is the fact that minor differences should never be mentioned in speeches. The reformative programmes should be general in nature and shouldn't have the stamp of a particular school of thought. Students shouldn't be made to criticize people in their speeches.
- Only those programmes should be presented that have been well rehearsed.
- While chalking out the programme, the interests of kids, men and women are kept in mind.
- Invitations should be sent to a very large and diverse audience.
- Every effort is made to make almost every child take part in one or the other programme according to his abilities.

- Students should be made to perform under the guidance of their teachers and management. This will give them practical experience of handling programmes at large scale.
- The audience should be treated well with respect and every facility should be provided to them.

Hostel (boarding house)

Many parents are unable to pay attention to their wards' education and nurturing for either lack of time or due to their ignorance. The industrial revolution and the subsequent post industrial revolution have completely destroyed the family system that was the backbone of the society and had kept it together. The society, with every passing day, is being vitiated by materialist tendencies, atheism and disbelief. The moral values are increasingly losing their charm for common people and the society as a whole has become corrupt, immoral and depraved. In the given circumstances, good hostel facilities along with quality schools have become essential, where kids could spend most of their time in the guardianship of qualified and pious teachers. This will save them from bad company and will have not just enough time for extracurricular activities but also independent study.

Besides, the hostel life is beneficial for children in the following ways:

- It makes kids self confident. They learn to help themselves pretty fast and don't need their elders' help and support in everything big or small.
- They also learn to coexist and live with children of different natural tendencies and backgrounds. They also learn the art of tolerance that is so important in real life.
- They have many role models when it comes to adopting to good habits, learning etiquette, social manners and common decorum.

- There is a discipline in life. They learn how to control their emotions and follow the rule and regulations.
- They also have abundant opportunities to work in teams, help other people, taking care of others, hosting guests and learn the qualities of leadership.
- The hostel life makes them ambitious and of great vision.
- And the best of all is the fact that they get good company to spend time within pious and clean atmosphere. Without doubt, this has long lasting impact on children and they tend to relish these memories for the rest of their lives.

Important aspects

In order to make the hostel life worthwhile and get the above mentioned benefits, the following aspects should be kept alive in minds:

- Hostel should be outside the populated area, close to school and the building should be large and airy.
- The hostel rooms should be airy, well illuminated and large enough to accommodate ten to fifteen kids in a single room.
- The rooms should have all the basic necessities that the kids may need. There should be enough places to keep the belongings of kids safe and their books and accessible.
- The building should be owned by the school and rules of health and hygiene should have been kept in mind while building the structure. Usually, the rented buildings are not suitable for school hostel.
- The head of the hostel should be a person who can be an alternative to kids' parents. He should be kind, caring, thoughtful, compassionate and sympathetic to kids and their problems and guide them when they need it the most. He should also possess the ability to control children and can resolve their disputes too. The

head of the hostel, generally known as guardian, should have his accommodation either within the hostel building or in a building very close by.

The hostel guardian should take maximum care regarding the following aspects:

1)-Health and hygiene, 2)-Breakfast and food, 3)-Self study, 4)-Sports, 5)- Works to be done in free time, 6)- Character and mutual relations, 7)- Timely offering of prayers, 8)- Taking care of responsibilities with care and devotion, 9)- Keeping things carefully.

- If the number of students in the boarding house is very small, the responsibility can be assigned to a teacher who can devote substantial amount of time to this responsibility along with teaching. Nonetheless, ideally the responsibility should be assigned to a fulltime guardian who doesn't have the teaching assignments or other responsibilities. This will give him enough time to take care of all the responsibilities assigned to him regarding students' education and nurturing.
- Very close attention should be paid to cleanliness, hygiene, particularly the cleanliness of kids' clothes, their beds, hostel rooms, mess, dining rooms, toilets, urinals, bathrooms, drains and courtyards. There should be periodical spray of DDT, phenyl, and comprehensive cleanliness of entire hostel building should be ensured.
- There should be provision for periodic health checkup of children residing in the hostel. There should be provision of basic healthcare and first aid in the hostel itself. There should be a separate room for the children who fall ill.
- Young and older children should be kept in separate rooms. Students of same age and same educational standard should be kept in same room. There should be stringent check on the character of older students while admitting them in the hostel. Corrupt students should

never be admitted there, lest they destroy the peaceful atmosphere there and cause the corruption of other kids.

- A monitor should be appointed in each hostel room who provide assistance to the hostel guardian in maintaining discipline in the hostel and help keep the place tidy and disciplined with fellow students' support.
- Students should be assigned responsibilities by dividing them in different groups. These groups, under the leadership of captains or monitors should be assigned responsibilities of serving food in hostel mess, cleanliness drive in the hostel, taking care of ill students, checking the home work of younger students, taking responsibility of the library, taking care of guests etc.
- There should be a fixed timetable of the hostel too. Time for every activity should be clearly defined and students should be forced to follow them. They should be taught etiquette of different occasions.
- They should be provided healthy and balanced food. The school should make arrangements for food itself and shouldn't sublet it to others. Food should be given great attention to ensure good health of students.
- Students should be habituated to hard work and doing their things themselves. Towards this end, they should be assigned individual and collective responsibilities.
- There should be enough opportunities for extracurricular activities, sport, hobbies and enjoyment. Negligence in this regard can be the basis of corruptions of different sorts. Such activities will ensure that students find the hostel life interesting, otherwise they will start thinking it a prison of sorts.
- Students' habits should be kept under close watch and scrutiny. While there are innumerable benefits of the hostel life, there are also ample opportunities of corruption and taking bad habits, including corruption

of character, loitering, stealing, overspending etc. The money of the hostel students should be kept with hostel guardian, and he should readily give them when required.

- In order to inculcate good habits among children, different programmes should be organized. In weekly programmes, their attention should be drawn to important aspects and detailed instructions should be given to them regarding what is expected of them. They should be asked to follow hostel rules and regulations. Occasionally, students should be met individually and they should be provided guidance in important aspects.
- There should be a hostel register containing the following information:
    1- Name of every child, room number, name of father, date of birth, detailed address, date of admission.
    2- Complete list of each child's stuffs. Timely changes should be made in the list. Clothes, bedding and other items should have the child's name clearly mentioned so there is no confusion.
    3- Details of expenditure of each child.
- There should be provision of timely attendance of children. They should not be allowed to step outside hostel without prior permission, nor should be allowed to spend nights outside. Hostel guardian should be required to have a look at students at the time of sleep.
- Students' friends, relatives or other guests should never be allowed to stay in the hostel with kids. There should be provision of separate guestrooms, otherwise there is fear of corruption of different sorts.

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Chapter 35

Lessons and the Method of Teaching

The success of lessons depends on the following three aspects:

1- Level of preparation by teacher

2- Presenting the lesson before the class in an efficient and convincing way

3- Complete attention of children

Preparation for the lessons

A teacher should ensure that he is well-prepared for the lesson. Teaching without prior preparation is dishonour and disgrace to the profession of teaching. The people who make such mistakes, suffer serious humiliations many a times.

Importance of preparation

No lesson can be effective without good preparation, irrespective of the fact that the lesson is easy or difficult, class higher or lower. Preparation is paramount as:

- If the teacher is well-prepared, the level of self-confidence will be invariably high.
- He will be able to present his argument before students in great style.
- He is able to use the best method of teaching while presenting the lesson before kids. This immensely benefits students.
- He is able to convince students rather easily.

Some experienced teachers start teaching students without preparation, hoping that the lesson has been taught by them several times in the past and that they don't need its preparations anew. But this is a big mistake. There is no denying the importance of experience in the task of teaching, nonetheless it doesn't completely frees him from preparation. This is due to the fact that new students in every class come with higher and higher IQ level and intelligence. Sometime, there is need to change the whole structure of the lesson and the old method of teaching stops working. At such occasions, a teacher is not expected to keep the important teaching material fresh in his mind. There is every probability that his memory has lost some part of the lesson due to restructuring of the lesson and arrival of more intelligent kids. If this is the case, then humiliation will be in store for the teacher. Therefore the importance of the preparation can never be underestimated.

Important aspects regarding preparation

- First thing that should be kept in mind is which subject is to be taught in which class and how much time is needed to complete the lesson. The age of students, their mental aptitude and interests should be kept in mind. What they already know about the subject and the topic must be kept in mind as a little misstep can make the teacher a laughing stock in the eyes of the students. Another aspect that is of extreme importance for the teacher is the extent of knowledge that he posses when it comes to a particular subject. After keeping all these aspects in mind, the teacher will be able to prepare well for his next class.
- After collecting important material on a particular subject, this material should be divided in two or three equal parts and every part should be given a topic and then sub-topics. The style of presentation should also be well prepared.

- In order to prepare students for the lesson, appropriate preparatory argument should be ready before the teacher enters in a class. He should also have some questions ready to test the prior knowledge of the students.
- Questions that need to be asked should be ready at the end of each part and after completion of the entire chapter.
- The teacher should comprehend the difficulties to be faced by students and he should be ready to sort them out.
- Important support material in the form of charts, maps and other items should be ready to make students understand the lesson well.
- The synopsis of the lesson should be written down neatly on the blackboard to let students write it in their own copies.
- The homework or other activities that teacher wants students to do after the lesson should be thought well before the beginning of the class.
- The teacher should have all the questions solved with him that he wants students to solve. The science experiment that the teacher plans to do in the class, he should ensure that he has mastered it before doing it in the class. This will ensure there will be no chance of mistake.
- When it comes to new teachers, they need to prepare short notes about each lesson. Even experienced teachers should have some notes on the subjects they are going to teach.

Notations of the lessons

The notations of the lessons should be written and should contain the following information:

1)- Date, 2)- Class, 3)- Average age, 4)- Class period and time, 5)-Subject, 6)-Topic and sub-topics, 7)-General

objective, 8)- Relationship, 9)-List of important support material, 10)-Previous knowledge of students, 11)-Introduction, 12)-Presentation of the matter with method of education, 13)-Exercise and questions, 14)-Synopsis of the lesson on blackboard, 15)- Devolution

- Every lesson has usually two goals, 1)-General goal, 2)-Important goal. The notation should contain both the goals.
- The new lesson largely depends on the previous knowledge of the kids about the subject. Therefore, this should contain it concisely. This shows how you have connected the new information with the ongoing chapter.
- While the introduction should be short, but it should be very powerful. It should contain a few questions to know the extent of the previous knowledge of students about the lesson.
- The material that has to be taught should also be jotted down in short. The method of teaching should also be mentioned.
- All those questions that have to be asked at the end of the lesson, should also be mentioned.
- Towards the end of the lesson, some explanatory questions should be asked that cover the entire subject.
- Whatever has to be written on the blackboard, should also be mentioned.
- The class exercise and homework that has to be assigned to students, should be clearly mentioned and students should be asked to write them in their diaries.

Basic requirements for the preparation of the lesson

The above mentioned aspects can be fulfilled only when:

- The teacher has complete grasp of the subject that he has to teach in the class.

- He has very close relation with students in such a way that he is aware of their mental aptitude, their existing knowledge of the subject matter, their mental condition and their individual traits.
- He has the knowledge of different methods of teaching.
- The teacher is well aware of the fundamental goal of education and knows the worth of different subjects.
- He has the knack to form good questions.
- Has the resources to prepare or manage related material that may help in teaching.
- Has the knowledge and comprehension to grasp the importance of preparing for the lesson and makes efforts to take out time for the task.

Types of lessons

Lessons are usually of three sorts:

1- Informative: Such lessons aim to add to the knowledge of children. This include lessons of subjects like Fiqh (jurisprudence), biography of the Prophet (PBUH), history, geography, science etc.

2- Practical: It aims to create expertise in one or the other trade. This includes art, craft, sewing, calligraphy etc.

3- Critical: This aims to create a sense of judgment about good or bad aspects of something or the other or inculcate connoisseurship. This can be subdivided into two parts:

(1)- New, (2)- Exercise or revision

- New Lesson is that lesson through which some new rule, regulation or method has been brought to the mind of students. This may include some methods to solve mathematic problems or some new information about science, geography or history.

- Exercise or revision is to make students work through methods that they were taught previously or revision or old information and knowledge.

Method of teaching informative lessons

There are five important aspects to make students clearly understand the informative lessons:

1)-Introduction, 2)-Presentation, 3)-Explanation and comparison, 4)-Extracting general rules or generalization, 5)-Use and practice

1-Introduction

An appropriate introduction is very important for each new lesson. This introduction actually prepares young students' minds for beginning the new lesson. The introduction should invariably be short, crisp and powerful, doesn't take long and may ignite the curiosity among the kids to know further about the lesson. The teacher, through this introduction, ensures that kids are completely prepared for the new lesson. The introduction may consist of short pep talk about the lesson, a small story about it, an interesting picture, model, some well thought out questions connecting the new lesson with the one that was recently completed.

Nonetheless, the teacher should ensure that the questions asked in the course of introduction are easy and every child is able to answer them. The questions should also be asked in an atmosphere of gaiety to allow everyone to answer without any fear. They should also be connected with each other to ensure the continuance of the thoughts. The last question should be one that clears the concept of the lesson and their minds begin to think about the importance of new information and knowledge.

2-Presentation

The new lesson should begin only when the students' minds are ready after the introductory phase. The whole lesson shouldn't be delivered in monotonous style. On the contrary, the lesson should be divided in two or three equal parts and then taught to the students. Each part of the lesson should be taken in a systematic order. Questions should be asked towards the end of every part and even midway. The last question of every part of the chapter should be one that connects the last part with the new parts that will begin next. Teacher should note the summary of every part of the lesson on blackboard. Towards the end, students should be asked some questions that connect the different parts of the chapter together. The lesson should be divided in such a way that first easy part is taught, followed by tougher and then the toughest part. This way, the whole lesson will be easily understood by the students.

3- Explanation and comparison

Whatever part of the new chapter is taught in the class, should be dexterously connected with the existing knowledge of children. Information from new chapter that resemble the existing knowledge in the children's minds or similar experiences or experiments should be compared. Similarly, the differences should also be clearly told by giving examples in both the cases. For further explanation, teacher should also use support material including images, pictures, maps, charts and models. The teacher can also conduct experiments in front of the children. These things will ensure that the new information get entrenched in the minds of students.

4- Extracting general rules or generalization

After teaching the lesson with as much dexterity as possible, students should be made to extricate the general rule or method for which the lesson was taught. This may

include a certain rule or method in the case of mathematics or science. Students should be appropriately assisted in this task and if they are unable to do it, the whole lesson should be taught once again. The general rule should be clearly jotted down on the blackboard and students should be asked to write it down in their copies.

5- Use and practice

Students should be provided opportunities to analyze, use and practice whatever they have learnt in the course of the lesson. Therefore, they should be asked some questions verbally or should be given some practical task or writing work. This will give an idea as to how much the students have learnt and how much the teacher was successful in clearing the lingering doubts among students. After teaching new methods of mathematics and science, students should invariably be asked to solve some questions with the help of new methods. If students are able to solve them, it proves that the lesson was good and they understood everything. By using the method, it will be etched in their minds for a long time to come.

These are those five initiatives that make the lesson all the more useful and impressive. Here is the summary of what we discussed above:

1) Preparing students for the new lesson with a useful introduction.
2) Presenting the new set of information in interesting way.
3) Making the lesson clear with the help of support material and connecting the new set of information with the existing information in the students' minds.
4) Presenting the summary of the entire lesson and extraction of general rules before students.
5) Making students solve problems through the newly taught rules.

There is no denying that the five aforementioned initiatives are very helpful and valuable from psychological perspective, but these are attacked by experts claiming that students don't get opportunity to learn by doing it themselves. Usually, their condition is that of passive listeners and therefore they don't take much interest in the lesson. Therefore, in the case of informative subjects like mathematics, general science and geography, if the following five methods are used, the lessons will become much more useful:

1) Presenting some problem related to the new lesson before students in such a way that they become curious and use their whole trove of knowledge to solve the issue.
2) Seeking suggestions from students towards its solution.
3) Analyzing different suggestions and trying to solve the problem by practically using some of the suggestions that come from students.
4) Reaching the right solution through guidance.
5) Further experiments in order to test the authenticity of the solution.

This way, the curiosity among the children will be at its highest level and they will remain interested and enticed with it throughout the lesson. The information thus gained will also be rather solid. They will also get opportunities for observation, analysis, judgment and comparison. Every question of mathematics needs a solution and this method can also be increasingly applied in subjects like general science and geography.

Easy methods of teaching practical Lessons

While teaching practical subjects like art, craft, calligraphy or other similar practical subjects, the following aspects should be kept in mind:

- Students should be made to realize the importance and need of the art they are going to learn.
- Whatever they are taught, should neither be so difficult that it creates despair, gloom and depression among the kids nor too long that they get bored.
- Only that level of dexterity or cleanliness should be expected from kids that they can attain through normal work. Teachers should always keep this fact in mind that dexterity, agility and deftness in a given art is achieved only through consistent, regular and hard work. Young kids, who have neither got resources and experience, shouldn't be expected to achieve that level of dexterity so early. Following are the most important aspects of achieving some level of dexterity in some given subject of art or craft:

1-Introduction or stimulation: Students should be given some model and be prodded to copy the model. They should be brought face to face with such situation where they tend to feel the importance of achieving dexterity in certain fields, talent or art. This may include making of beautiful festival cards that they may send to their friends or relatives, bookbinding in beautiful style and similar other things.

2-Presentation: They should be allowed to have a look at a beautiful product, similar to what they are going to make. They should also be clearly told about shapes and sizes of all parts of the product that they are going to make. Even blackboard can be used to show them a rough drawing of the product that they are going to make. If the need arises, the teacher can even prepare a model and show it to children himself. Every child should be allowed to have a close look at the mode prepared by the teacher.

3-Methods and rules: All the methods and rules should be clearly told to kids that will be helpful in the preparation of the said model.

4-Action: After providing all the necessary support material needed to do the job, students should be put to work. When the students get busy in the work, the teacher should continue to take rounds of the class to see whether:

- Students are sitting in the right posture and there is right distance between eyes and copy. He should also ensure that they sit with their backs erect.
- The grip on pen, brush and other materials is right.
- Things are being used in right manner.
- Students are doing the job neatly and cleanly.
- If someone needs individual attention and assistance of the teacher.

Whoever needs help and assistance, should be provided immediately. Teachers should keep the fact in mind that closer the scrutiny and faster the assistance and guidance, easier it will be for students to attain dexterity. This way, students will also do the job neatly and there will be less loss of resources. In the case of negligence from the teacher, there may be multiple sorts of losses.

5-Devolution: After learning a trade or art, students should be given some assignments that will further improve their level of dexterity. After learning to draw or paint, a student can be asked to actually prepare a beautiful painting that will be put in the main hall of the school.

Critical lessons

Under this category, comes those lessons that belong to literature, poetry, moral stories, important poems that may actually help in developing good artistic sense, genius and virtuosity. For the success of such lessons, the following aspects are utmost important:

- The teacher should possess a generous, openhearted and God-fearing heart.
- Knows how to differentiate between good and bad.
- Knows the art of impressing others.

- Is able to provide adequate material depending on the age, interest and level of children.

The following five initiatives should be taken to successfully teach such lessons:

1- **Right environment and setting**: Teacher needs to prepare a conducive ground for such lessons through impressive introductory words. More the setting is peaceful and relaxed, better will be the initiative. Students should be kept away from tension or fear as much as possible in such classes. They must have a great time in such classes.

2- **Presentation of the material**: If the lesson is very big, it should be divided in two or three parts. Otherwise, the entire lesson should be presented in one go to create a synergy between the students and the subject matter.

3- The matter should be made understandable for all students through comparison, evaluation and explanation.

4- After posing questions, students should be given time to read and evaluate themselves.

5- They should be allowed to reach right conclusion through asking questions, expression of their opinions and through criticism and evaluation.

Methods of teaching revision or practice lessons

There can be only three ways to teach revision lessons:

1-Introductory: Teacher should ask a couple of verbal questions regarding a method that was recently taught to the students. Students should be required to answer those questions verbally too.

2-Practice: Students should be asked to solve a couple of questions that can be solved through newly taught methods. Nonetheless, the nature of these questions should be tough that may require contemplation and thinking.

While the kids are solving the questions, teacher, instead of sitting idle on his chair, should take the rounds of the class and offer assistance to students. He should give special attention to weaker students. If bright students are able to solve their questions early, they should be given more questions lest they get involved in banter and become a disruptive force. If several students are unable to solve the questions, the teacher should solve the question on the blackboard or ask those students to do it on the blackboard who have already rightly solved the questions.

3-Devolution: Towards the end, students should be assigned some tasks from recently taught lesson that they could solve without much of an issue. This work can be done both in the classroom, and at home.

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Chapter 36

Teaching Methods of Different Chapters

After discussing teaching and pedagogy, besides fundamental methods of teaching, it seems an opportune time to provide some important insights into methods of teachings of different subjects.

Islamic Studies (Islamiat)

This is the soul of the entire Islamic system of education. Therefore, this subject should be given the central importance by the institution and every teacher when it comes to curricular and extracurricular activities. Institutions should demonstrate its prominent place through its activities and teachers through their conduct and character. School, hostel and the surrounding places should have an atmosphere where Islamic teachings are followed and students get good examples and models to follow. Here, every effort should be made to help students take good habits and give up bad habits.

In the early classes, the course of Islamic Studies should consist of the following subjects and activities:

- Recitation of Qur'an with right pronunciation and memorization of select surah and parts of the Qur'an.
- Teaching the biography of Prophet Muhammad (pbuh), short biographies of other prophets, companions of the Prophet, renowned reformers and Islamic personalities. They should also be told about major incidents of Islamic history, moral stories and important aspects of Islamic beliefs.

- Moral and character building.
- Practical practice of *wudu*, prayers and fasting.

While teaching the above subjects, the important aspect that must be kept in mind is the fact that children's actions, deeds and their words are according to the teaching of Islam. They learn to live their individual, collective, private, social and familial lives based on Islamic teachings and they are given practical training towards that end.

Guidelines regarding teaching method

- In the very beginning, students shouldn't be taught basic Qur'anic books as they usually prove rather uninspiring for very young kids. Latest methods of teaching should be used regarding recognition of alphabets, mixing of alphabets to make words and reading simple texts. Words and texts should be in Urdu language to make it easily understandable for kids.
- The beginning should be made with alphabet chart and similarly easy books that abound in the market these days. Methods detailed in those books should invariably be kept in mind while teaching. If blackboards are used in the process, it will be a lot better. It makes understanding Urdu language rather very easy for the kids and they are not burdened by two different books for Qur'an and Urdu from the very beginning. Nonetheless, teachers should take extreme care when it comes to pronunciation of alphabets and words.
- In the next class, students should also be introduced to basic techniques that are important in clear recitation of the Holy Qur'an. Schools can use introductory books like *Yessarnal Qur'an* or similar other books for this purpose. Nonetheless, it is not necessary to teach the entire system of Qur'anic recitation at that stage. Afterwards, the kids should be taught the thirtieth part

of the Qur'an and should be taught other important methods of recitation when the time comes.

- A teacher should himself present a good example before students through excellent recitation of the Qur'an with good pronunciation and devotion. Excessive emphasis on spelling impacts the flow in reading. Therefore, spelling should be emphasized only when students make some mistakes.
- Emphasis should be put on recitation of the Holy Qur'an from the very beginning. Teachers should take the lead by presenting good example in this regard.
- During the Qur'an recitation period, the atmosphere of the classroom should be very jovial and pleasant. Utmost love and respect should be shown in the class where Qur'an is taught. Punishment and rebuke should be discarded altogether to make the class associated with great and positive memories of Qur'an.
- When it comes to religious education and knowledge, students should be gradually taught about the concept of God and His attributes. They should also be told slowly and regularly about His benevolence on the humanity as a whole and on the child in particular. They should also be told about how to spend the life according to His directions and in this regard, *seerah* of the Prophet (PBUH) and biographies of his companions should be introduced before the child.
- Instead of merely talking about prayers, moral values etc or telling them the methods how to live life this way, they should be guided to live this life. In order to present them good example, they should be told historic and moral stories and should be taught practical ways of offering namaz, keep the clothes and body clean. Nonetheless, students shouldn't be forced to memorize the number of obligatory, wajib, sunnat or nafl prayers. This will be a needless exercise for so young students and this may actually antagonize them from the prayers. On the contrary, they will learn

everything rather very easily if they are taught the practical way of offering namaz. In order to help kids memorize the invocation and azkar of the prayers, a student can be asked to lead mock prayers in the class. He will read the entire salat with loud voice, helping other kids memorize everything in the process. One aspect that should be kept in mind is to ensure that the kids who is asked to lead the prayers must have completely learnt everything and can recite prayers with good pronunciation and clarity.

In order to maintain decorum and serious religious atmosphere, the following methods can be used:

1) Young kids should be taught the Islamic etiquette of different occasions.

2) Prayers and the mosques should be made sources of correction for the kids. These will help in creating sincerity, pious environment, fear and taqwa.

3) During the morning assembly, naat and hamd should be sung in beautiful and impressive voice. The wordings of the poems should be understandable and should seem interesting to the young hearts. Only one poem shouldn't be repeated for a long time.

4) Efforts should be made to organize public religious and social meetings regularly. These will certainly help in increasing the religious information and love and affection with the religion.

5) Qur'anic verses written in beautiful style, quotes from the Prophet (PBUH) and his companions and other beautiful posters should be put on different places throughout the school. These should be clearly written in beautiful style and the text should be understandable to young students.

6) Dialogues should be held and symposiums should be organized.
7) Arrangement should be made to procure religious books, newspapers and magazines.
8) Students should be provided opportunities to attend religious meetings.
9) Detailed plan should be chalked out for social and welfare work and these aspects should invariably be completed.
10) Special weeks should be celebrated to spread good deeds and fight the evil.

Mother tongue (Urdu)

Due to the fact that Urdu is the mother tongue of a large number of Indian Muslims, it has become supremely important when it comes to syllabus. This is the most important tool to understand others and to make others understand our points of views. Most of our intellectually treasure besides, of course, literature is found in this language. This language is of immense use to us when it comes to benefitting from Qur'an and sunnah of the Prophet (pbuh). This may be due to the fact that a majority of students in schools are usually well aware of its script, words and their usage, idioms, phrases, similes. Above all, they are able to best express their sentiments in this language due to it being their mother tongue. Due to this very reason, it tends to be the language of instruction in schools. Success in different subjects is usually based on the grasp on the language too.

Following aspects should be kept in mind while teaching it:

- Students should get complete control over language in literal and verbal expression and are able to understand other people's expressions in both formats without any problem. They should have good control over vocabulary too.

- When it comes to teaching of the mother tongue, it is of paramount importance to create synergy in speaking, reading and writing of the language besides achieving dexterity simultaneously. The teaching of the language will be flawed if one aspect or the other is ignored.

Best method to teach speaking a language

This is the most important part of a language. Everyone needs it more than anything when it comes to expression of one's sentiments. Therefore, teaching the art of speaking needs utmost attention. Unfortunately, this seems to be a major casualty in our schools. They tend to believe that reading and writing are sufficient. On the contrary, this aspect should be given the foremost importance. The following aspects need to be kept in mind in this regard:

- The environment of the class should be so genial to make students frank enough to speak his mind. He is able to express his sentiments without any apprehension or fear.
- Kids tend to become very free and frank when they discuss things about their parents, siblings, life at home, favourite toys, pets or other similar things. Nonetheless, they don't want to go into details, therefore only those aspects should be talked about that attract the children.
- They should be encouraged to speak in front of the entire class after standing on a pedestal. They should be encouraged to give a short answer, ask a question, make an announcement, convey some message, singing a song, presenting monologue or mimicking the sounds of animals in this fashion. Such activities tend to remove their shyness in the process.
- Different curricular and extracurricular activities besides sports, provide ample opportunities to prompt

kids to talk. These opportunities should be intelligently used.

- One important aspect that should always be kept in mind is that the dialogue with kids is informal and in natural style. It should be in pleasant and genial style. They should be encouraged to speak slowly, coherently and with right pronunciation.
- Students should be corrected midway, but it should be done intelligently not to create inferiority complex among them. It is all the better, if the teacher uses the word with right pronunciation and then asks the kids to repeat the word several times.
- Later, they should be asked to talk about their surrounding places, animals, their observations. This will lead them to speak coherently and eloquently.
- Towards the end, students should be asked to present stories, anecdotes, dialogues, monologues, and well connected and lucid texts. They can memorize some of these and should present before fellow students in the form of speech and not as if they are reading the text from a book.

Methods and ways to teach reading

Instead of teaching through spelling method, the young kids should be taught through combined or rather mixed style. It is advisable for teachers to consult *Munni Kitab* and *Qaidah Naskh* published by MMI Publishers, New Delhi. Teachers can make use of the methods mentioned in the two books. In case of teaching prose or poetry, teachers can consult books in '*Hamari Kitab*' series and benefit from guidelines that the series contains.

Grammar should not be taught in very early classes. On the contrary, teachers should correct the mistakes that children make in the course of writing or speaking. They can point out the mistakes committed by kids.

How to teach writing?

• The beginning in this regard should be made through drawing. Kids should be asked to draw simple, slanting lines, triangular, square shapes, make some changes in shapes and sizes and through colouring. This will help them gain control over pen and pencil. They should be made to work on control of their limbs and made to simultaneously use their eyes, minds and hands. Work in this respect can begin with the help of colourful pencils, or even on blackboards.

• Slowly, they should be introduced to alphabets and drawing of words. They should be made to write whatever they are taught. This will eventually help the kids in spelling and dictation too and will help in remembering the lesson. Teacher should give utmost importance to the right grip of pen and sitting posture. Dictation should be done of only those texts that have been read and revised many times. It will ensure that kids make very few mistakes from the very beginning. Initially, the emphasis should be only on writing clearly and cleanly. Later, emphasis should be given to correct writing with good handwriting. Teachers should continue to emphasize on writing style including the beginning with "In the name of Allah', leaving the right amount of margins, using dash, commas and other punctuation marks besides keeping the copy clean. Students, from the very beginning should be emphasized to keep the copy clean.

How to teach composition?

- Before asking students to write on some subject, they should be given enough opportunity to discuss and debate the subject verbally.
- Students' interests should be kept in mind while selecting a topic.
- Initially, they should be asked to write only on those subjects on which they have read enough or have

firsthand experience and they have clear idea about those things.

- They should also be given some good examples of writings.
- The writing task should be given in adequate quantity and with right gap.
- The text should be well connected and logical.
- Students should be taught to write crisp prose with emphasis on subject matter.
- In initial classes, they should be asked to do fill in the blanks, making sentence with given words, and selection of right words. Later, they should be taught to write some well-connected sentences on a given topic, and then logical essay writings. Young students shouldn't be expected to write long and well-meaning essays.
- The writing assignments should be corrected immediately, nonetheless they shouldn't be asked to make all those corrections immediately, but should be done in a gradual process. Blunders should be tackled first followed by minor mistakes.
- The students should be asked to write the whole essay again if the number of mistakes are disproportionately high. The emphasis should be more on quality than on quantity.
- On good essay, teacher should give his comments along with marks. There should necessarily be some guidelines before giving the writing assignment.

Letter writing

Letter writing is an art and students should be made to work on it too. Students should be instructed to begin the writing by inscribing 'In the name of Allah' on top of the letter. They should write short address on top of the letter towards the right side, inscribe the date on the left side and begin it with a respectful title. The introduction should be

written in the first paragraph. Before the end, the writer should mention his relation with the addressee and then inscribe the name of the writer. Never write a letter when angry and always respond to letters. These letters should be short, crisp and always mention your address too. Never read other people's letters without their permission and revise the letter before sending it for posting.

If you are seeking some information from unrelated people, make it a habit to attach an answer card or adequate ticket. If someone asks you to post a letter, always make it a point to post it.

Mathematics

Mathematics is of paramount importance in our lives. Every person, irrespective of the fact that he may be related to any industry or trade, he cannot survive without having a rudimentary knowledge of mathematics. It is used while buying groceries or other essentials, paying zakat, trade and everything else. After Islamic studies and mother tongue, this is the most important subject. While the shortcomings in other subjects can be overcome at later stages too, in the case of mathematics, if confusion persists, it is very hard to overcome later. And many a times, with persistence of confusion, it becomes impossible to move ahead. If a student doesn't know how to read or write numbers, he cannot be taught addition or subtraction. Therefore, it is of paramount importance to emphasize its formal teaching with utmost care.

Important aspects

- The objective of teaching mathematics in initial classes is to create the ability of solving small issues with the help of mathematics. Therefore the numbers and issues should be clearly related to young kids.
- Students should be made to confront a situation where they start appreciating the importance and the use of

the formula that they are going to learn. It will create interest from within the kids and they will try to work hard and learn it.

- In order to make kids understand the concept of number or teaching them addition and subtraction, teachers can take the move from concrete to abstract. Initially they should teach the numbers with the help of different attractive objects and then move to mere numbers.
- Teachers shouldn't make undue haste in teaching new methods. They shouldn't move to the next formula till the first formula is not clear to kids.
- Every method and formula should be practiced well. It is only practice that helps students complete their tasks in stipulated time. Mathematics needs lots of practice and without practice no one can master this rather tough subject. Nonetheless, teachers should always be careful about the boredom that eventually creeps into when it is done for a long time without a pause. Students should be made to practice only as long as they feel interested in it. In a single sitting revision work should be limited to a short time only.
- Clarity and cleanliness should be emphasized from the very beginning. In the case of two or more numbers, the value of each number should be clarified to students. For example, in the case of 27, the value of both the numbers should be clear to students. While writing too, students should be made to write in order.
- In the early classes, the emphasis should be on mastering the rules and methods and students should be given enough opportunities to accomplish them.
- Through practice and revision, students should be able to answer satisfactorily in first trial in the case of addition, subtraction and multiplication. This means that in order to reach the right answer, they don't need to count the whole number and can respond through memorized tables. Multiplication tables are of

paramount importance in the case of mathematics and therefore the importance of memorization.

- Before making them memorize multiplication tables or other methods of addition, subtraction, students should be told the reason behind it.
- There is no need to uselessly use so huge numbers that people don't really confront in their lifetimes or the kids cannot even think of in their childhood. Mastering the numbers up billions, in my view, is rather a futile exercise.
- One fact must be practiced in multiple ways to make the difference very clear to the young child.
- Teachers shouldn't feel pleased with themselves by making the kids solve the questions after giving them some task. Students should also be told the right method to solve questions and ask the kids themselves to check the answers. Sometimes, even kids should be asked to make a question.
- While the emphasis is invariably on solving problems in writing, students should be made to solve some questions orally too. Usually, in daily lives, people rarely confront those situations where they need to sit down and solve a question. Usually, they do it orally and therefore they should be well-prepared for the task. When the kids are well-versed in solving the issues orally, they do it even better while doing it in writing. First few minutes of every class should be exclusively devoted to oral questions. Teachers should occasionally devote the entire period for this purpose. In very early classes, oral part should be given half of the time.
- In subjective questions, the text of questions should invariably be in very easy language to make kids understand them with ease. Complexities should be introduced gradually.

Teaching numbers and numeration

- Before coming to the school, students don't have clear grasp of numbers. Usually they tend to have some understanding the quantity of things and less about numbers. They have a vague concept of the big and small quantity and are rather satisfied with their own idea.
- The beginning of the numbers should be with those tangible products that kids can touch and feel.
- Poems can be used to teach numeration and numbers. There are any number of poems and rhymes dealing with numbers for very young kids.
- Initially they should be taught to read and write till 5 and then till 10. Later, they should be taught to write in reverse. Gradually moving forward is the best idea in teaching of mathematics.

The four integer rules

- Along with teaching numbers, students should be taught addition and multiplication and they should be made to practice so much that they start to enumerate even without the help of products.
- Initially they should be encouraged to add or subtract with the help of counting in numbers, but as they pick up, this habit should be discouraged.
- With the help of small box and balls inside, they should be taught about double digits. By adding a new ball in the box where there are already ten balls, the double digits can be easily introduced. Ball frames can also be used to teach very young kids the concept of single and double digit numbers.
- After teaching the kids numbers till 20, they can be taught two's multiplication table by putting some interesting balls in a group of twos. The kids can be made to understand that tables are tools that help in the task of addition and subtraction.

- It is not very difficult to teach kids how to divide. This task can be accomplished initially by seeking the help of some tangible products. We can put these products in a group of twos, threes and fours and teach them the concept of division. But these numbers need to be such that can be divided directly.
- Students of class 1 should be taught numbers till 50 and multiplication tables till five. With their help, students should be made to practice addition and subtraction.
- All the four integer rules should be practiced very well in the second standard. Their practice need to be continued in later years too.

The concept of fractions

Fractions are utmost important in mathematics. Every effort should be made to help the kids master fractions at the earliest. They can easily be taught the concept of fraction. They can be taught fractions with the help of fruits cut accordingly or the paper divided in a fashion that it reflects the change. A fraction table can be developed for them by the teacher and they may be made to memorize such table.

Geography

Allah is the Creator and Sustainer of the entire universe. He has made the humans His viceroy on planet Earth that makes a tiny particle of the entire universe. He created the man from clay and the man lives on Earth, uses its resources that have been left to his disposal. Man uses these resources as he finds it. And after his death, he is buried in the same earth. As a viceroy, the earth is his fief and every person needs to have sufficient knowledge about it.

Geography is the study of Earth's landscapes, peoples, places and environments. It is, quite simply, about the

world in which we live. Geography is unique in bridging the social sciences (human geography) with the natural sciences (physical geography). Human geography concerns the understanding of the dynamics of cultures, societies and economies, and physical geography concerns the understanding of the dynamics of physical landscapes and the environment. Geography puts this understanding of social and physical processes within the context of places and regions - recognising the great differences in cultures, political systems, economies, landscapes and environments across the world, and the links between them. Understanding the causes of differences and inequalities between places and social groups underlie' much of the newer developments in human geography. Therefore the teaching geography is so much indispensible for our students.

Young students should be taught geography in a gradual manner. From local, district, state, national geography, they should be taught the world geography along with different cultures in different parts of the world. Its teaching can be made very interesting through telling the kids about dresses of children in different parts of the world, the living style in different places and the stories of renowned travellers and their exploits throughout the world. This should be part of syllabus.

Method of teaching

- There is no denying that exploring and teaching geography is best done outdoors. Students can be tasked with discovering landmarks for themselves, completing challenges and gaining points. A smartphone can give detailed information and reward points only once the students are standing near to the target place. Pursuing goals in exploration is another great tool for providing students with extra motivation to learn and develop interest in the study material.

- In order to make concepts about geography clear, teachers should use support materials in the form of pictures, charts, globe and in out times through videos and internet.
- Provide information about children in different parts of the world with the help of geographic stories.
- Travelogues, stories of seafaring and travels throughout the world should be presented before the kids in the form of interesting stories.
- Important information about different parts of the world, type of soils, hills, nature and rivers should be provided in the form of autobiography. Towards the end, important information about different parts of the world should be provided to students.
- Students should be encouraged to collect postal stamps of different countries, samples of different types of ores, cereals and different seeds.
- The classroom should have a large number of huge sized charts, sceneries and maps beautifully hung on walls.

Science

Under this subject, students are taught about health and hygiene, parts of body and their functions, botany, chemistry, physics and astronomy etc. Besides, the kids should possess all the important information about their bodies, surroundings, nature and first aid etc.

Objectives

The following objectives should be kept in mind while teaching the subject:

1- By analyzing different signs scattered throughout the world in nature, effort should be made to gradually strengthen the belief in the presence of God and His attributes in the young minds of children.

2- Developing a habit to deeply analyze animals, plants, nature and collecting important information about them. It is also important to introduce kids to those rules under which all of them function seamlessly. This will help them keep at safe distance from delusion, fantasies, hallucination and ignorant beliefs.

3- Introducing children to the human body, functions of different body parts, hygiene and first-aid etc.

4- Preparing students to be able to realize the importance of the massive treasure whose control the Creator of the universe has given to humans. They should also be prepared to be able to analyze how best these resources can be put to use for the larger benefit of the humanity and analysis of such efforts in the past.

5- Trying to create curiosity and inquisitiveness among young kids and providing enough opportunities to fulfill this curiosity.

Method of teaching

- While teaching general science, students should be provided opportunities to reach conclusion through observations and experiments. This is not a subject to be orally taught.
- Those things that cannot be observed by students, it is important to explain them through charts, models and pictures. This will give them as much insight about those things as possible.
- Students should be taken to farms, orchards, ponds for firsthand observation. Their attention should be drawn towards their important aspects.
- After teaching them the construction of the body, functions of different body parts and important health and hygiene rules, they should be habituated to follow good habits. Students should be provided first-aid training too.

- Every school should establish a museum of its own. If possible, a dedicated room should be made available for this museum where students are encouraged to make attractive models, charts, collect pictures of different products, animals, body parts. They should also be encouraged to collect different other products for the school museum.
- If possible, every school should have a small garden where different flowers are grown according to season. It should have the provision of keeping pet animals and birds too. The task of taking care of these animals should be assigned to kids on rotational basis.
- School lab should have sufficient instruments for scientific experiments.

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Chapter 37

Education, Training and Muslim philosophers

In the following pages are given Muslim philosophers' opinions in short:

Education is inheritance of prophets, while riches is those of atheists, pharaohs and Qarun. (Hazrat Abu Bakr)

Teaching to a person who loved the world is like selling sword to bandits. (Hazrat Abu Bakr)

Lost is education that is not followed in real life. (Hazrat Usman)

Honour is due to wisdom and not due to riches or lineage. (Hazrat Ali)

I have learnt through a quizzing tongue and thinking mind. (Hazrat Ibn Abbas)

When I understand something and come to know about its reasons, I say "Thanks to Allah' as my knowledge has improved. (Imam Abu Hanifah)

Advising or admonishing one in solitude is a sign of honour. It will also ensure correction. (Imam Shafi')

I tried to learn in such a way that I never stopped from benefitting others, and never resisted from benefitting others. (Imam Abu Yusuf)

Learning is our habit from childhood till death. If someone wants to give it up for even a moment, it is better for him to die. (Imam Muhammad)

By God, I regret the loss of time that is caused while eating food as having time for learning is very dear to me. (Imam Razi)

Great scholars used to suggest easy to understand books, containing those things that people usually confront in their daily lives. (Imam Sharfuddin Aqili)

The quantum of lesson should merely be as much as that is memorized while repeating it twice. (Imam Zaranji)

Imam Ghazali

Education and training of kids is of paramount importance. The child is a trust given to parents. His heart is pure, devoid of any imprint and ready to emboss whatever is given to him. He will be tilted towards good if educated accordingly. If given good education and reared in good and pious atmosphere, he will become a good man and will ensure a pious life in this world and success Hereafter. On the contrary, if he is brought up in sinful and devious atmosphere, and left like animals, he will have a disastrous future and his guardian will be held responsible for it.

When a child does something good, he should be rewarded to make him happy. He should be praised in front of others for his achievement. On the contrary, if he commits some mistake, he should be excused. His shortcomings shouldn't be discussed in front of others, more so when the child wants to keep it secret. If his mistake becomes a public knowledge, there is every probability that he will become insistent on his bad habits and will have no fear of his sins becoming a common knowledge. If he commits the same mistake again, he should be reprimanded in solitude. He should be clearly told that if he commits the mistake again, he will be publicly punished.

Children shouldn't be scolded all the time as he becomes habituated to scolding and starts committing bad deeds rather publicly. In such condition he stops taking counsel seriously.

Children should be sent to makatib to teach him Qur'an, Hadith and the history of great people of the past, to create the love and respect of famous personalities of Islam.

He should be taught the etiquette of everyday life. He should be taught not to speak too much.

He should be taught not to speak first and if someone speaks, he should listen intently. He should be taught to respect elders and to vacate his place for elders.

Students should be given time to play after coming from schools. This should allow him to unwind. But the game shouldn't be of nature that further enervates the child. If the child is always kept immersed in studies, away from game and frolicking, his heart becomes colourless and his intelligent dies. His life becomes wearisome and he starts looking at ways to run away from education and get rid of such boring life.

However, it is also important to discipline him in such a way that he follows the instructions of his elders, teachers and guardians, respects his elders whether his own relatives or others.

Nurturing children and disciplining them is important in his childhood. It is crucial time and his heart is receptive to everything. He can learn good and bad with equal ease. His parents need to decide as to which way they want him to go.

If a doctor starts prescribing the same set of medicines for every ailment, it will be catastrophic for most of his patients. Similar is the case of a teacher and guardian. If he starts taking the same route in educating kids under his tutelage, he will lead them to destruction. A teacher and guardian needs to devise a different pattern for each child, keeping in mind his age, condition and temperament.

Ahnaf bin Qais' advise to Amir Muawiyah

Children are our pillars that give strength to our backs. They are the apples of our eyes. With them we resist the onslaught of our enemies and take on our opponents. You need to be very lenient with them. Give them what they ask for, be happy with them and don't keep them devoid of your love and affection. Otherwise, they will abhor your company and will pray for your death.

Ibn Khaldun

It is completely irrational to physically punish children in the course of education. Younger children should never be given physical punishment. The people who torment the children in such way take away their happiness and make them useless, liar and hypocrite. They start pretending and become habitual fraudsters and cheats. Slowly, these traits become the part of their personalities. Therefore, a teacher shouldn't use oppressive tactics on his students or a father shouldn't torment his children in the course of their education.

Maulana Ashraf Ali Thanawi

There is no doubt that the centres of religious education (madrasas) are great blessings for the Indian Muslims. These madrasas are the signs of Islam's survival. However, there are many aspects of these madrasas that need reform. Due to lack of reforms in such important aspects, ulama invite condemnation. Besides, the very reason behind the establishment of these madrasas gets weakened. Many people get scared of the religious education due to these reasons.

Till now, the pattern of education followed by madrasas is that a student first recites a text and teacher explains its meaning. If someone has doubt, he asks about it and the lesson progresses to next chapter. This style of teaching is not just harmful for beginners, but also students

of intermediate level. Students' own capabilities should be used in problem solving and they shouldn't be uselessly helped. They should be asked to translate and explain. Every problem should be worked upon and repeated several times.

There should be a teacher and guardian assigned to a batch of ten or twenty students. He should ensure that kids of different age groups are kept aloof from each other. They shouldn't be allowed to mix and while away time in chatting uselessly, meeting older students and keep an eye on letters that students receive. Besides, he should ensure the timely hair cutting of students, not allow them to chew pan, ask them to wear ordinary clothes and ensure their presence during obligatory prayers (namaz). If they have to go to the market, the guardian should accompany the children.

Maulana syed Abul Ala Maudoodi

The trait of leadership will always be associated with knowledge and education. If the man has been given the viceroyalty of the universe, it has been given due to wisdom and knowledge. He has been given traits like listening, seeing and heart that are either not given to other creatures in the universe or has been given in far lower ratio. It is due to this reason that he has been made the viceroy or God on earth. Now the person or the group of people who take lead in this aspect and develop it individually or collectively, will become their leader.

Listening denotes using information and knowledge provided by others, while seeing denotes using the knowledge accrued individually and heart means using the information accrued through both the sources and reach a conclusion. These three are sources that provide humans with the sort of knowledge that is responsible for its high position in the world. The people who don't use these three sources remain laggard and are left behind. They remain

oppressed and are always among followers of others. On the contrary, the people who use knowledge accrued through all the people at their full potential lead the world. Leadership becomes their destiny thanks to the virtue of knowledge and its maximum use.

The group of people that becomes leader in the field of thoughts, wisdcm and knowledge, uses scientific means to explore the world and its mysteries, its leadership doesn't remain confined to merely thoughts. This group tends to lead the entire world, takes control of world's destiny and becomes its leader. Due to this group's hegemony it takes control of the world in its entirety and the world starts following it the way it desires to run the world. Now, if this group, that has taken control of the world, is against God, it wouldn't allow any God fearing group to grow and become a threat to its hegemony.

For the change of leadership, an educational revolution is paramount.

Under an atheist and anti-God atmosphere, the religion of God cannot survive. Therefore whoever has belief in this Godsend system should be prepared to remove such leadership.

The old system of education that is merely limited to learning by rot doesn't have power to even think of working for such a massive change.

The system of education that blindly follows the system developed and propagated by atheist educators is playing in their hands. It is a sure route to apostasy.

The method to put patches of modern knowledge with Islamic system of education cannot bear much fruit and prepare people for revolution. It is due to the fact that philosophy, science, history, politics, economics and other social sciences that we have right now are the outcome of research and thinking of people who have no knowledge of God and are usually anti-God. Their research and thinking have become embedded so much in their work that it is

simply impossible to separate such thoughts and basic philosophies of those streams of knowledge not just for students but their teachers.

The features of desirable system of education

To mix modern and religious education in such a way that both become inseparable.

Separation of education in modern and religious education is basically based on separation of religion and state. This thinking is faulty and completely un-Islamic. The concept of religion that Islam espouses is inseparable from the world. It sees the world as the fief of Allah and takes man as His subject. It promotes a concept where the man follows the teachings of Allah in all aspects of life.

In the beginning, students shouldn't be exposed to any other system. Nonetheless, in the latter part of their education, they should be taught other systems too in such a way that they are explained those streams of knowledge in the context of Islam and Islamic teachings.

Instead of making every student a cleric, capable to give fatwas, student should be provided specialized knowledge. The knowledge has developed so much and diversified in such a way that it is impossible for a person to master all the streams of knowledge. If one is given only rudimentary knowledge about all the streams, it will be of no benefit to him or the society. The better option is that in the initial eight to ten years of education, he is given education in such a way that he gets necessary knowledge of all the fields from Islamic perspective. This will entrench Islamic concepts in his heart and mind. He will learn his mother tongue and will acquire basic knowledge of Arabic that may help him learn it further and master it in latter part of his life. Later, he should be given specialized education and training at the end of which a student is given doctorate in one particular stream.

This new system of education will not be an aimless education that is given in India right now. On the contrary, educators and pupils, both will have their aim clearly defined.

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